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HISTORICAL RECORDS SURVEY.
INDIANA.
INVENTORY OF THE COUNTY
ARCHIVES OF INDIANA



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INVENTORY OF THE COUNTY ARCHIVES

OF INDIANA

Prepared by

The Historical and Records Survey
Division of Women's and Professional Projects
Works Progress Administration

NO. 15. DEARBORN COUNTY (LAWRENCEBURG)

W.P.A.

*

Indianapolis, Indiana

The Historical Records Survey

December 1937

PREFACE

This inventory of Dearborn County records constitutes a part of a general guide to the county archives of Indiana. It has been prepared by the Historical Records Survey of this state, operating as a separate project under the Works Progress Administration.

The survey of state and local historical records in Indiana was instituted on February 19, 1936, as part of a nation-wide undertaking under the supervision of Dr. Luther H. Evans. Samuel J. Kagan, state archivist of the Indiana History and Archives Division of the State Library was assigned to lead the project as State Director. In the beginning the Survey was closely associated with the Writers' Project. On September 23, 1936, the Historical Records Survey was nominally as well as factually made independent of the Writers' Project. In general, it has from its very inception acted as a separate and independent unit of Federal Project No. 1.

The aim and purpose of the survey of county records in Indiana have been to furnish the officials of the local, state, and national governments, students of history, lawyers and genealogists, and the general citizenry interested in the county records, with a convenient tool for use in consulting them. It is the object of the Survey to make the valuable source materials that are to be found in the Indiana courthouses and other public buildings, available and more accessible to those who may be in need of them. It is our hope that the information contained in this inventory will arouse greater interest in state and local historical records and will encourage officials to continue the improvement of

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methods for the preservation and safekeeping of these records.

The field work of the survey of Dearborn County was begun on April 25, 1936, under the district supervision of Mrs. Carmen Whitcher, later succeeded by Elizabeth Howe, of New Albany. The field workers were Virgil Wiley, of St. Paul; William Holliday, of Osgood; Perry Napler, of W. Harrison, Ohio; and Nadine Young, of Rising Sun. It was completed on May 25, 1936. Many visits, however, have since been made to the county courthouse to check and recheck the information contained herein, the final recheck having been made in October 1937.

There are ninety-two counties in Indiana. When the survey of county archives is completed a separate volume is to be devoted to each county inventory in the state. Dearborn County is No. 15.

The inventory proper is preceded by a number of introductory sections to enlighten the reader concerning facts and events forming the background and basis of the records. The entries for the record series are carried in consecutive numbering for the county. The bureaus are arranged in functional order: Governing boards; major administrative offices; judicial offices; and financial, educational, health, engineering, and other groups. Wherever applicable, natural groupings under separate headings are made within the bureau, and the entries are arranged thereunder also according to their functional sequence. A full and extensive index following the inventory will help the reader locate records with a minimum of inconvenience and effort.

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The editing of this inventory has been conducted by an editorial staff of some forty men and women, whose labors we deeply appreciate and wish to recognize forthwith, captained by Harry A. Rider, editor; John R. Milligan in charge of accession and classifying; Louis Nation in charge of checking; Canis E. Brockway in charge of condensing; Julius Salman, legal adviser; and Howard C. Underwood, historical research editor.

The original survey was made in the field under the direction of the State Director and carefully checked and compiled in the form of this inventory in the State Office. Of the industrious and painstaking devotion to his task of each and every person who had a part in the survey we are keenly aware, and we regret that we cannot commend by name the services of all who have contributed to the publication of this volume.

The survey is indebted to county officials; to the State Works Progress Administration; to Kenneth E. Lancet, Acting Director of Women's and Professional Projects, who has rendered the survey a great personal service in the administering of the project; and to Dr. Christopher B. Coleman, who has taken personal initiative and interest in behalf of the survey in giving technical advice to the project.

S. J. Kagan, State Director

The Historical Records Survey

FOREWORD

A guide to county and township records in Indian has long been needed by both local officials and the general public. The Historical Records Survey, a project of the Works Progress Administration, is the first attempt to supply this need. Few more useful fields of employment could have been found than the survey of local and state historical records, even though the work inevitably presented unusual difficulties. The completion of the survey of historical records in Indiana is a source of genuine satisfaction.

We are indebted first of all to the Works Progress Administration for providing for the survey and financing it. The National Director of the project, Dr. Luther H. Evans, assured a fruitful product of the work by ably outlining it and drafting the forms to be used by the field workers so as to insure the greatest completeness with the least likelihood of errors. He and his assistants have done all that was possible for this nation-wide survey. Samuel J. Kagan, State Director of Indiana, deserves great credit for his energy and ability in organizing the office and field forces which have carried out the project. To assemble and organize more than one hundred and fifty persons in a new line of work in which there were very few local precedents, and to complete the preliminary field work of a survey of the county records in all the ninety-two counties, at first, seemed almost impossible of accomplishment..

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An advisory committee has helped guide the work of the project; though no meetings were held, its members in many instances were a great help. A word of appreciation must be recorded here for the county officials who courteously gave the representatives of the survey access to the records in their offices and cooperated in the making of the survey. Especially is the state indebted to those officials who made possible the photographing of old records for preservation in a central depository.

CHRISTOPHER B. COLEMAN

Director, Indiana Historical Bureau

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PART A. DEARBORN COUNTY AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

Dearborn County is located in the southeast part of the state, bordering on the Ohio River. It is bounded on the north by Franklin County, on the east by the State of Ohio and the Ohio River, on the south by Ohio County, and on the west by Ripley County. It contains 207 square miles.

Before the establishment of local government some information is available regarding the settlement of this part of the wilderness. It is known that agents and explorers visited there shortly after 1750. Indians roamed over its bountiful hunting grounds, particularly along the river, although it is not believed they ever sojourned for long at any one spot. Because of the constant sanguinary war being waged by the Indians, comparatively few white people dared settle before the close of the War of 1812. History does not record the name of the first settler, but among the very first were Adam Flake and Ephraim Morrison with their families who located in 1796 on the Ohio River where Aurora is now situated. The government did not offer this land for sale until April, 1801, so that any settlers before that were squatters hoping to buy their settlement when available. At that time Cincinnati, a village of five hundred people, was the principal market. Because of the difficulty attending commerce, farm products sold very cheaply; corn, for instance, brought approximately ten cents a bushel, wheat, thirty to forty cents. On the

other hand, coffee cost the pioneer fifty cents a pound; tea, eighty cents; and a paper of pins, twenty-five cents.

The territory comprising the original Dearborn County constituted that long narrow stretch from the Ohio River north to the intersection of the boundary established by the Greenville treaty of 1795 and a line drawn due north from the mouth of the Great Miami River. This tract was cut off from Hamilton County, Ohio Territory, by the Ohio Enabling Act of April 30, 1802. It became a part of Clark County, Indiana Territory, adjoining it on the west, by proclamation upon the admission of Ohio to the Union, March 1, 1803. The same tract received an autonomous county government by territorial proclamation on March 7, 1803, with the following boundaries: "Beginning at the mouth of the great Miami thence north along the line separating the Indiana Territory from the State of Ohio, to the Intersection thereof with the Indian Boundary line running from a point opposite the mouth of the River Kentucky thence along the last mentioned line to the Ohio river and up the said River to the place of beginning." (1) The county was named Dearborn in honor of Major General Henry Dearborn, at that time Secretary of War under President Jefferson.

At the time Dearborn County was organized Governor William Henry Harrison appointed justices to hold court; he also appointed Samuel C. Vance, clerk, and James Dill, recorder. Officers for the militia of the new county were likewise commissioned. Governor Harrison designated Lawrenceburgh which had been laid out in the spring of 1802 as the seat of justice and the first court was

held there on the first Monday of September 1803, in the log cabin of Dr. Jabez Percival. At an early session of the court a witness is said to have broken a clapboard over the arm of a judge, and since they had no jail, the perpetrator was bound hand and foot and a fence was built around him. Court in those days furnished the greatest entertainment and lawyers were known by their ability to "plead."

The first courthouse was built in Lawrenceburgh in 1810 on the site where the present building is located. It was a two story brick building with the court room on the first floor and the jury room above. This building was destroyed by fire March 5, 1826. The walls of the old courthouse were left standing and were made use of in the erection of the second building, which was completed late in 1828.

On September 26, 1836, the county seat was changed to Wilmington, a more central location in the county. A courthouse was erected there by the local people at a cost of \$4000, and after 1844 was used as a Masonic lodge.

Lawrenceburgh regained the seat of justice by agreeing to support the citizens of the southern portion of the county for a separate county government if they would vote for the return of the county seat to Lawrenceburgh. The act bringing about these two changes was passed January 4, 1844, with the organizing of Ohio County. (2) A statute passed January 7, 1845, further reduced Dearborn County on the south by attaching all that territory south of Laughery Creek to Ohio County. (3) However, several

statutory changes had been made in the boundaries of Dearborn County before this. Effective January 1, 1811, the northern tip became part of "ayne County. (4) On the same date that area south to township seven north became Franklin County, and the southwest corner was given to Jefferson County. (5) Other changes, made September 7, 1814, and December 27, 1816, with the organization of Switzerland and Ripley Counties, reduced Dearborn to its present size.

In 1871 the present courthouse was built on the site of the old brick building. A sum of one hundred thousand dollars was spent on the three story limestone building. It was considered very magnificent at that time.

Even though Dearborn County was situated on the Ohio River, it was not without the pioneer problem of transportation. The first noteworthy effort to open up the interior resulted in the Whitewater Valley canal, ready for use from Lawrenceburgh to Brookville in 1839, and on to Cambridge City in 1845, making a total length of seventy miles. The railroad, being more practical, superseded the canal, and work was commenced on a line from Lawrenceburgh to Indianapolis in 1849.

While the U. S. census for 1930 shows a population of 21,056 for Dearborn County, a loss of approximately three hundred since the census of 1910, there is a gain of almost 1,000 over 1920. It is significant to note that Lawrenceburg (the current spelling of the county seat) was reported to be the only town in the state not suffering from unemployment during recent years. This was due to

the operation of a large distillery.

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| (1) Territorial Executive Journal, 116. | (5) Acts Ind. Terr. 1810, pp. 19-20, 114. |
| (2) Acts 1843-44 (general) p.7. | (6) Acts Ind. Terr. 1814, pp. 34-35. |
| (3) Acts 1844-45 (local), p. 225. | |
| (4) Acts Ind. Terr. 1810, pp. 14, 114. | (7) Acts 1816-17, p. 199. |

SOURCES

COTTMAN, GEORGE S. Centennial History and Handbook of Indiana. (Indianapolis, Ind. Max R. Hyman, 1915.)

History of Dearborn, Ohio and Switzerland Counties, Indiana. (Chicago, Ill. Weakley, Harraman & Co., 1885.)

PENCE, GEORGE, AND ARMSTRONG, NELLIE C. Indiana Boundaries: Territory, State, and County. (883 pp. Indianapolis, Ind. Indiana Historical Bureau, 1933.)

2. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

Dearborn County, with its county seat at Lawrenceburg, is a subdivision of the State of Indiana for administrative, judicial, and political purposes. It is a creature of the general assembly and possesses only such powers of local government as are conferred by acts of the general assembly or are incident and necessary to carry out the provisions thereof. Created by the state, the county is subject to legislative control at any time and its powers may be amplified or diminished without its consent.

Dearborn County was organized by an act of the general assembly, effective Mar. 7, 1803. 1/ The present government, as it functions today, is the result of its development under the original Constitution of 1816, the present Constitution adopted in 1851 and as since amended, and more than a century of legislative action.

The county system of government is an inheritance from England and the American Colonies, whence pioneers in Indiana brought their customs and laws. Its beginnings in Indiana are found in the laws of the Northwest Territory, which recognized the counties already established, and provided for courts and administrative officers, as follows: General court of quarter sessions of the peace, county court of common pleas, 2/ and court of probate, 3/ commissioners, 4/ sheriff, 5/ coroner, 6/ recorder, 7/ treasurer, 8/ and circuit court. 9/ These officers were appointed by either the Governor or the general court of quarter sessions.

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The laws of Indiana Territory provided for additional offices; Surveyor, established in 1802; 10/ assessor, established in 1805, 11/ abolished in 1811; 12/ prosecuting attorney, established in 1810; 13/ and county agent, established in 1813 to convey and receive conveyances of public lands. 14/ In 1803 a new county tax levy law repealed the act of 1795 providing for the appointment of commissioners and their powers devolved upon the court of quarter sessions. 15/ In 1805 the court of quarter sessions was abolished and its duties transferred to the court of common pleas. 16/ An act of December 31, 1813 abolished the court of common pleas and the old circuit court, and transferred all matters in its jurisdiction to the new circuit court, consisting of a president judge and, from the county, three associate judges, 17/ and the associate judges were authorized to transact all county business. 18/ In 1804 the office of treasurer was abolished and his duties transferred to the sheriff. 19/ It was reestablished in 1811 20/ and again abolished in 1813 and the sheriff acted as the treasurer. 21/

In the year 1816, Indiana was admitted to the Union and the constitution of that year provided for the election in each county of a clerk of the circuit court, 22/ recorder, 23/ sheriff, and coroner. 24/ All territorial laws, not inconsistent with the constitution, continued in force until they expired or were repealed. 25/

The general assembly, in 1817, established the board of commissioners, to transact county business, consisting of three

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members, elected by the voters of the county; 26/ provided for a treasurer, appointed by the board of commissioners; 27/ and in 1818 a surveyor, appointed and commissioned by the Governor of the state. 28/

In 1824, the board of commissioners was abolished, and its functions conferred upon the justices of the peace of the county, who constituted the board for doing county business, 29/ until the board of commissioners was reestablished in 1831. 30/

In 1831 the general assembly made the surveyor an appointee of the board of commissioners, 31/ and established the offices of prosecuting attorney 32/ and school commissioners, the latter a financial agent in control of school lands and funds. 33/ Further increases in the number of county agencies were made in 1841 with the addition of auditor, 34/ assessor, 35/ appraiser, 36/ and a board of review, composed of the board of commissioners, auditor, and assessor, to review tax assessments. 37/ Also in 1841, the treasurer became an elective officer. 38/ Upon its organization in 1803, the government of Dearborn County followed the form outlined above.

As the state grew, there was much dissatisfaction with the Constitution of 1816, but repeated attempts to change it did not succeed until 1850, when a constitutional convention was called which framed a new constitution. 39/ This constitution was submitted to the qualified voters of the state and adopted in 1851, proclaimed by the Governor to be effective on

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November 1, 1851, and with amendments, remains the Constitution of Indiana. 40/

The first session of the general assembly after the adoption of the new constitution enacted a general code known as the Revised Statutes of 1852, and with certain exceptions, 41/ repealed all previous laws, thereby abolishing the assessor and school commissioner, substituting the appraiser for the assessor in the board of review, and dividing the duties of the school commissioner between the auditor and the treasurer. 42/

Each county is a political subdivision of the state and has an individual governmental organization. Although the Constitution of 1851 forbids special legislation, 43/ and the general outline of the organization of county government remains the same, the general assembly has provided the necessary variations to take care of local needs and conditions in the several counties. These variations lie chiefly in the number of officers and courts provided for counties within classifications based upon population. Urban and rural areas obviously cannot be governed by the same number of officers. Each county has the constitutional officers, but the statutory officers vary in number, powers, and duties. The latter officers may be compulsory in all counties, or they may be optional and therefore established in only a few instances; others are authorized in only certain classes of counties, though the class may include only one county.

Indiana stands alone among the states of the Union in having a dual system of county governing boards, 44/ since the establishment

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in each county of a county council in 1899. 45/ Each county is governed by a board of commissioners and a county council. The duties of these agencies, with technical distinction, are enumerated in their proper places below.

From the beginning of the present century a tendency toward centralization of power in the hands of state authorities has taken from county officials many of their powers and duties and has greatly lessened the scope of those remaining. In older fields of finance, roads, and education, the state's supervision has greatly increased, and the creation of newer state departments such as police, food and fire inspection, and public welfare, has caused heavy removal of local responsibility and control.

Present Administration of Dearborn County

The Constitution of 1851 reorganized the governmental structure, enlarging the number of constitutional officers to be elected by the people of the county, as follows: 46/

Clerk of the circuit court, who keeps all the records of the proceedings and business of the circuit court, serves ex officio as registration officer and member of the county election boards, and also performs certain duties of administrative character.

Recorder, who makes and preserves a public record of all legal documents, both official and private, as may be proscribed by law.

Sheriff, who is conservator of the peace, serves summons,

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and executes orders of the circuit court and county boards.

Coroner, who holds inquests in all cases of death by violence or accident or of suspicious circumstances.

Treasurer, who receives and disburses all county moneys including the collection of taxes, and is ex officio a member of the board of review.

Auditor, who is the financial agent of the county and compiles the county budget estimates, prepares the tax duplicates, and serves as clerk and member of several county boards.

Surveyor, who has charge of all surveying and civil engineering work of the county, including the maintenance of drainage systems. 47/

The constitution empowers the general assembly to provide for the election or appointment of such other officers as may become necessary, 48/ and to confer on boards doing county business powers of a local, administrative character. 49/ Under this authority the general assembly has from time to time established the following statutory officers and boards:

Board of commissioners, the leading governing body of the county, often called the "county board", reestablished in 1852. It consists of three members elected for terms of three years. The board furnishes and maintains county buildings and grounds, administers the financial transactions of the county, and is responsible for the maintenance of county highways. 50/

County council, another governing body created in 1899 51/ to control the finances of county government. This council

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consists of seven members, elected for terms of four years. The council has power to fix the tax rate for county purposes and for all purposes where the rate is not fixed by law and is required to be uniform throughout the county, and to adopt the county budget, the exclusive right to make appropriations from the county treasury, and the exclusive power to authorize the borrowing of money and the issuing of bonds. 52/

Superintendent of schools, 1873, 53/ who has general superintendence of all schools of the county outside of incorporated cities and towns. 54/ Elected by the township trustees, 55/ he is ex officio a member and president of the county board of education. 56/

Board of education, 1873, 57/consisting, since an amendment of 1877, of the superintendent of schools, township trustees, and the chairman of school trustees of each city and town of the county. The board is charged with the maintenance of the schools and school property, and purchases school supplies. 58/

Health commissioner, in 1909, appointed by the board of commissioners to enforce the health laws. 59/

Assessor, in 1891, 60/ who oversees the assessment of real and personal property, 61/ and appraises estates for inheritance taxes. 62/ He is elected by the voters of the county, 63/ and is ex officio a member and president of the board of review. 64/

Board of review, in 1891, whose members are the assessor, auditor, and treasurer, 65/ and, by an amendment of 1919, two freeholders of opposite political parties, appointed by the judge

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of the circuit court. 66/ This board equalizes tax assessments as between township or other taxing units and between individual property owners. 67/

Board of finance, in 1907, consisting of the board of commissioners, with the auditor as secretary. 68/ This board has the custody of county funds and selects the depositories. 69/

Agricultural agent, in 1913, who, under the supervision of Purdue University, conducts farmers' institutes and other movements for the advancement of agriculture and country life. He is appointed by the director of agricultural extension service of Purdue University, subject to the approval of the state board known as the county agricultural agent board. 70/

Highway supervisor, in 1933, who supervises, under the direction of the board of commissioners, the repair and maintenance of all county highways. The board of commissioners makes the appointment and may appoint the surveyor as highway supervisor. 71/ The board of commissioners of Dearborn County has appointed an extra officer as highway supervisor.

Board of tax adjustment, 1932, consisting of seven members 72/ who, by an amendment of 1937, are: One member of the county council, chosen by the council; the mayor of the largest city in the county or any public official of any city in the county, appointed by the mayor of the largest city of the county; one member of the county board of education, selected by such board; and four freeholders appointed by the judge of the circuit court. The

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board examines the tax levy and the corresponding items of the budget, and adjusts the tax rate so that it shall not exceed, in any municipal corporation the ~~total tax~~ rate prescribed by law. 73/

School fund board, in 1936, consisting of three members-- the auditor and the clerk of the circuit court, ex officio, and one member appointed by the judge of the circuit court. The board approves all loans from the common schools and the congressional township school funds. 74/

Department of public welfare, in 1936, 75/ comprising the board of public welfare, consisting of five members appointed by the judge of the circuit court, and the director of public welfare, appointed by the board. 76/ The department administers the provisions and benefits of the public welfare act. 77/

Registration officer, in 1933, who is clerk of the circuit court ex officio. He conducts the registration of voters. 78/

Board of election commissioners, in 1889, consisting of the clerk of the circuit court and two persons appointed by him, of opposite political parties. The board prepares, prints, and distributes ballots for general elections. 79/

Board of canvassers, in 1905, consisting of the election commissioners. 80/ The board canvasses, tabulates, and compiles the election returns of the county 81/ and certifies the candidates elected. 82/

Board of primary election commissioners, in 1915, consisting of the clerk of the circuit court and two persons appointed by him

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of opposite political parties. The board prepares, prints, and distributes ballots for primary elections. 83/

Judicial

The judicial system of Dearborn County, as of other Indiana counties, is prescribed by the constitution and subsequent acts of the general assembly. The constitution authorized and directed that the state be divided into judicial circuits. 84/ Ohio and Dearborn Counties constitute the seventh circuit, established in 1887. 85/ Previously, it was part of a judicial circuit to which adjoining counties were attached. The constitution further provides for the election of a judge 86/ and a prosecuting attorney for the circuit, 87/ and a clerk of the circuit court. 88/ The Ohio-Dearborn Circuit Court has original exclusive jurisdiction in all cases, criminal, civil, probate, and juvenile, except where exclusive or concurrent jurisdiction is conferred by law upon justices of the peace, and such appellate jurisdiction as is conferred by law. It also has jurisdiction of all other causes, matters, and proceedings where exclusive jurisdiction thereof is not conferred by law upon some other court or office. 89/

Records System

The records of Dearborn County began with its creation in 1803. The establishment of each of the county offices and bureaus inaugurated their records which were kept in such fashion

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as the incumbents saw fit, following in the main the directions of the general assembly under the provisions for each respective office. In 1909, the general assembly established the state board of accounts, which formulates, proscribes, and installs systems of accounting and reporting which are uniform for every public office of the same class. 90/ Under this law some of the records were combined to eliminate separation, duplication, and overlapping. The board also permits the use of bound loose-leaf records in almost all cases where the records are typed. The quality of the paper and ink and the binding and rebinding practices are left to the judgment of the board of commissioners, except that a good quality is required.

Whenever it may be necessary for the preservation of the records of any office, it is the duty of the board of commissioners to issue an order directing the officer in charge to copy and transcribe the records. 91/

In event of the loss or destruction, in whole or in part, of any of the county records, the board of commissioners shall send a certified list of such records furnished by the state to the Governor, who shall replace them and such records compiled in the county shall be restored, if possible, from original documents by the proper officer. If impossible, new records shall be made by evidence taken from parties having knowledge of the facts concerned, by either the proper officer or a commissioner appointed by the board of commissioners for that purpose. 92/

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In 1925 a law was passed permitting county officials, at their discretion, to turn over to the archives division of the state library for permanent preservation, any official books, records, documents, original papers, newspaper files, or printed books and material not in current use in their offices. 93/ This law is optional and has been ineffectual. County officials are loath to part with records, even when no longer in use and in spite of lack of storage space, anticipating a possible call for them. Consequently, they have only occasionally availed themselves of this provision for permanent preservation of their old records.

The recorder and other county officers, by an act of 1927, are authorized to record deeds, mortgages, and other instruments by any approved photographic process adopted by the board of commissioners. 94/

In 1937, the general assembly authorized the director of the state library, at his discretion, to make a copy, by photography or in any other way, of any official book, record, document, original paper, newspaper, or printed book or material in any county, city, or other public office, for preservation in the state archives. All public officials must permit copies to be made of the books, records, documents, and papers in their respective offices. 95/

1/ Territorial Executive Journal, 116.

2/ Laws, N. W. Territory, Acts 1788, ch. 2, pp. 4, 7.

3/ Ibid., ch. 3.

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- 4/ Ibid., Acts 1795, p. 201, secs. 1-2.
- 5/ Ibid., Acts 1788, ch. 2, p. 3.
- 6/ Ibid., Acts 1788, ch. 9, p. 24.
- 7/ Ibid., Acts 1795, p. 197, sec. 1.
- 8/ Ibid., Acts 1792, ch. 2, sec. 6.
- 9/ Ibid., Acts 1795, pp. 156-57, sec. 9.
- 10/ Laws, Ind. Terr., Acts 1802, ch. 25, sec. 1.
- 11/ Ibid., Acts 1805, ch. 32, sec. 1.
- 12/ Ibid., Acts 1811, ch. 35, sec. 17.
- 13/ Ibid., Acts 1810, ch. 10, sec. 5.
- 14/ Ibid., Acts 1813, ch. 10, sec. 2.
- 15/ Ibid., Acts 1805, ch. 7, secs. 9-12, 14, 17, 20, 23.
- 16/ Ibid., Acts 1805, ch. 19, sec. 1.
- 17/ Ibid., Acts 1813-14, ch. 29, sec. 1-4.
- 18/ Ibid., Acts 1813-14, ch. 29, sec. 2. Acts 1814, ch. 14,
 soc. 3.
- 19/ Ibid., Acts 1803, ch. 7, sec. 22.
- 20/ Ibid., Acts 1811, ch. 37, sec. 4.
- 21/ Ibid., Acts 1813, ch. 8, secs. 25-26.
- 22/ Const., 1816, art. 5, sec. 8.
- 23/ Ibid., art. 11, sec. 10.
- 24/ Ibid., art. 4, sec. 25.
- 25/ Const., 1816, art. 12, sec. 4.
- 26/ Acts 1816-17, ch. 15, sec. 1.
- 27/ Ibid., ch. 17, secs. 1-2.
- 28/ Acts 1817-18, ch. 30, sec. 1.
- 29/ Rev. Laws 1824, ch. 15, secs. 1, 11, 16-17.
- 30/ Rev. Laws 1831, ch. 20, secs. 1, 12, 14.
- 31/ Ibid., ch. 102, sec. 1.
- 32/ Ibid., ch. 10, sec. 1.
- 33/ Ibid., ch. 56, sec. 6.
- 34/ Acts 1841, ch. 2, sec. 1.
- 35/ Ibid., ch. 3, sec. 1.
- 36/ Ibid., ch. 1, sec. 1.
- 37/ Ibid., ch. 1, sec. 18.
- 38/ Ibid., ch. 4, sec. 1.
- 39/ Acts 1850, ch. 21, sec. 9.
- 40/ Kettleborough, Charles. Constitution Making in Indiana.
 Vol. 1, p. 222.
- 41/ Laws dealing with twenty subjects were excepted from the
 repeal, but they did not affect the governmental organization of
 the county.
- 42/ 1 Rev. Stat. 1852, ch. 35, sec. 2; ch. 92, sec. 1;
 ch. 98, sec. 133.
- 43/ Const., art. 4, sec. 22.
- 44/ Snider, Clyde Frank. County and township government in
Indiana. P. 4.
- 46/ Acts 1899; Burns 26-501; Baldwin 5365.
- 47/ For citations, see the legal status essays of these
 offices in Part B. of this inventory.
- 48/ Const., art. 6, sec. 3.
- 49/ Const., art. 6, sec. 10.
- 50/ 1 Rev. Stat. 1852, Acts 1929; Burns 26-601; Baldwin 5215.
 1 Rev. Stat. 1852, Acts 1935; Burns, 1937 suppl., 26-620; Baldwin,
 1935 suppl., 5236. Acts 1919; Burns 36-301; Baldwin 8859.

Governmental Organization and Records System

- 51/ Acts 1899; Burns 26-501; Baldwin 5365.
52/ Acts 1899; Burns 26-515, 26-520; Baldwin 5379, 5384.
 Acts 1899, 1921, 1929; Burns 26-532; Baldwin 5396.
53/ Acts 1873, ch. 25, sec. 2.
54/ Acts 1899; Burns 28-704; Baldwin 5938.
55/ Acts 1899, 1911, 1923; Burns 28-702; Baldwin 5931.
56/ Acts 1873, 1877; Burns 28-501; Baldwin 5983.
57/ Acts 1873, ch. 25, sec. 8.
58/ Acts 1873, 1877; Burns 28-801; Baldwin 5983.
59/ Acts 1891, 1909; Burns 35-108, 35-111; Baldwin 8402, 8405.
60/ Acts 1891, ch. 99, sec. 112.
61/ Acts 1919; Burns 64-1102; Baldwin 15698.
62/ Acts 1931, 1935; Burns 6-2408; Baldwin 15946.
63/ Acts 1919, 1921; Burns 64-1101; Baldwin 15696.
64/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
65/ Acts 1891, ch. 99, sec. 114.
66/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
67/ Acts 1919; Burns 64-1205; Baldwin 15704.
68/ Acts 1907, ch. 222, sec. 6, Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.
69/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin, 1937 suppl., 13844-57.
70/ Acts 1913, 1923, 1927, 1937; Burns 1937 suppl., 28-4911; Baldwin, 1937 suppl., 6457.
71/ Acts 1933; Burns 36-1101, 36-1110; Baldwin 8699, 8708.
72/ Acts 1932 (Spec. Sess.), ch. 10, sec. 4.
73/ Acts 1937; Burns, 1937 suppl., 64-310, 64-311; Baldwin, 1937 suppl., 15897-4, 15897-5.
74/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.
75/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1117; Baldwin, 1937 suppl., 14078-18.
76/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1118, 52-1119; Baldwin, 1937 suppl., 14078-19, 14078-20.
77/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1120; Baldwin, 1937 suppl., 14078-21.
78/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.
79/ Acts 1889; Burns 29-1102; Baldwin 7109.
80/ Acts 1905, 1927; Burns 29-1401; Baldwin 7377.
81/ Acts 1905; Burns 29-1401; Baldwin 7380.
82/ Acts 1905; Burns 29-1405; Baldwin 7381.
83/ Acts 1915, 1917; Burns 29-504; Baldwin 7197.
84/ Const., art. 7, sec. 9.
85/ Acts 1897; Burns 4-332; Baldwin, 1935 suppl., 1415-1.
86/ Const., art. 7, sec. 9; Acts 1881 (Spec. Sess.); Burns 4-301; Baldwin 1395.
87/ Const., art. 7, sec. 11. 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.
88/ Const., art. 6, sec. 2. 2 Rev. Stat. 1852; Burns 49-2701; Baldwin 1427.

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89/ Const., art. 7, sec. 7. Acts 1881 (Spec. Sess.); Burns 4-303; Baldwin 1397.

90/ Acts 1909; Burns 60-202, 60-224; Baldwin 13855, 13875.

91/ Acts 1877; Burns 26-634; Baldwin 5339.

92/ 2 Rev. Stat. 1852, Acts 1865; Burns 57-101 to 57-124; Baldwin 1168 to 1191. Acts 1881; Burns 57-208 to 57-210; Baldwin 1165 to 1167. Acts 1893; Burns 57-125, 57-211 to 57-214; Baldwin 1197, 1192 to 1195.

93/ Acts 1925, 1937; Burns, 1937 suppl., 63-830; Baldwin, 1937 suppl., 10287.

94/ Acts 1927; Burns 49-3207; Baldwin 14667.

95/ Acts 1925, 1937; Burns, 1937 suppl., 63-830; Baldwin, 1937 suppl., 10287.

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HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

The Dearborn County courthouse, now in its sixty-fourth year of use, is situated on the public square in Lawrenceburg. A limestone structure, 101' by 83' by 50', it contains three floors. On the first floor are the offices of the board of commissioners, the recorder, the assessor, the auditor, and the treasurer, and the superintendent of schools; on the second floor, the offices of the clerk and the department of public welfare; and on the third floor, the office of the surveyor and a storage room for records. All the courthouse rooms have wooden floors, plastered walls, and metal ceilings, and all are well lighted and ventilated. Users of the records are well accommodated; in the few rooms where accommodations are not provided they can be obtained in an adjoining room.

Board of Commissioners

Fifty-seven per cent of the records of the board of commissioners are in the office of the board, [for which no details are available at present], 42% in the auditor's office, and 1% in the auditor's vault.

County Council

All the records of the county council are in the auditor's office.

Housing, Care, and Accessibility of the Records

Clerk of the Circuit Court

The clerk's office lies at the northwest corner of the first floor, and his vault adjoins the office to the north. The office, 36' by 27' by 15', contains 184' of volumes and 100' of unbound records in file boxes 10" deep; the vault, 33' by 25' by 15', contains 200' of volumes and 107' of unbound records in file boxes 10" deep. The shelving is wholly occupied in both rooms, but space for additional shelving can be obtained. Ten per cent of the clerk's records are in his office, 36% in his vault, and 54% in the storage room. Portions of the records of the circuit court and the coroner are also housed in the clerk's office, and portions of the records of the circuit court and the sheriff are in the clerk's vault.

Recorder

An office and vault at the southeast corner of the first floor are occupied by the recorder. The office is 25' square; the vault 21' by 10' by 15'. In the office are 144' of volumes and 1' of unbound records in file boxes 11" deep, completely occupying the present shelving, 50' of which are constructed of steel and the remainder of metal. A small amount of space is left for more shelving. In the vault are 34' of volumes; 285' of shelving are available for expansion. Ninety-nine per cent of the recorder's records are in his office, and 1% is in his

Housing, Care, and Accessibility of the Records

vault. In addition, a larger portion of the highway supervisor's records are kept in the recorder's office.

Circuit Court

Forty-three per cent of the circuit court records are in the clerk's office, 2% in the clerk's vault, 4% in the assessor's office, and 51% in the storage room.

Sheriff

All the sheriff's records are kept in his office in the county jail at the southeast corner of the first floor. This office is 16' by 14' by 14'; it has a wooden floor, plastered walls, and a plastered ceiling, and is well lighted and ventilated. The records, consisting of 1' of volumes and 1' of unbound records in file boxes 4" deep, are arranged on a table. Satisfactory accommodations are provided for users of the records.

Coroner

Forty-four per cent of the coroner's records are in the clerk's office. The remainder are in the storage room.

Assessor

Though the assessor keeps no records, his office, on the first floor of the courthouse, houses portions of the records of the circuit court, the board of review, and the auditor. In this

Housing, Care, and Accessibility of the Records

room, which measures 33' by 33' by 15', are 245' of volumes and 155' of unbound records in file boxes 10" deep. Sufficient space for expansion is available on the present shelving.

Board of Review

Eighty-seven per cent of the records of the board of review are in the assessor's office, and 13% in the auditor's office.

Board of Finance

All the records of the board of finance are in the auditor's office.

Treasurer

The treasurer's office and vault, on the northwest corner of the first floor, are 22' by 22' by 15' and 22' by 11' by 15' respectively. The office houses 15' of volumes and 8' of unbound records in file boxes 10" deep; space for additional shelving, which is needed; can be obtained. The vault contains 291' of shelving, entirely occupied by volumes, and here no further space is available for shelving. The office houses 1% of the treasurer's records; the vault, 99%.

Auditor

An office and a vault at the northeast corner of the first floor are occupied by the auditor. Measuring 22' by 15' by 15',

Housing, Care, and Accessibility of the Records

the office houses 135' of volumes and 60' of unbound records in file boxes 10" and 11" deep. Additional shelving, for which space is available, is necessary for expansion of the records, which comprise 6% of the auditor's records, all the records of the county council and the board of finance, and portions of the records of the board of commissioners and the board of review. The vault, whose dimensions are 16' by 16' by 14', is equipped with 20' of shelving, on which are 10' of volumes--records of the board of commissioners and the highway supervisor. Two per cent of the auditor's records are in the commissioners' office; 7% in the clerk's vault, 81% in the assessor's office, and 4% in the storage room.

Board of Education

All the records of the board of education are in the office of the superintendent of schools.

Superintendent of Schools

The superintendent of schools occupies an office, 18' by 16' by 14', at the southwest corner of the first floor. On 40' of shelving in the office and 1' of volumes and 3' of unbound records in file boxes 10" deep. All the records of the superintendent of schools and the board of education are kept here.

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Health Commissioners

The health commissioner's office is located at present in the professional office of the incumbent Dr. J. C. Elliott, on Main Street in Guilford. Four feet of volumes--all the health commissioner's records are arranged on a desk. The records are well housed, but shelving will be necessary for expansion.

Department of Public Welfare

The office of the department of public welfare is located in the courthouse, on the south side of the second floor. In this room, which is 16' by 14' by 14'; 1' of volumes and 3' of unbound records are kept. The volumes are arranged on a desk, while the unbound records are in a filing cabinet. All the records of the department of public welfare are kept here.

Surveyor

All the surveyor's records are in his office, on the east side of the third floor. [Details on this room are not available at present].

Highway Supervisor

Forty-three per cent of the highway supervisor's records are in the recorder's office and 57% in the auditor's vault.

Housing, Care, and Accessibility of the Records

Agricultural Agent

The agricultural agent's office is located in a building, owned by the present incumbent, on Main Street in Audora. The office is situated at the northeast corner of the first floor. All the records of the agricultural agent, comprising 1' of volumes and 4' of unbound records in file boxes 16" deep, are housed here. Conditions, in general are good.

Storage Room

A room on the third floor of the courthouse is used for the storage of all records. The dimensions of this room, are 33' by 25' by 15', and its construction is similar to that of the offices. The shelving is wholly occupied by 105' of volumes and 100' of unbound records in file boxes 10" deep, but space for a quantity of shelving sufficient for several years' expansion can be obtained here when needed.

4. LIST OF ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

The Style Manual of the United States Government Printing Office is the authority followed herein.

Acts	<u>Session</u> Laws of the State of Indiana (commonly referred to by binder's title, Acts).
agr. agt.	agricultural agent, agricultural agent's
alph.	alphabetical, alphabetically
arr.	arranged
art.	article
assr.	assessor, assessor's
aud.	auditor, auditor's
Baldwin	BALDWIN, WILLIAM EDWARD, editor. <u>Baldwin's Indiana Statutes Annotated 1934, complete in one volume, containing all general laws to January 1, 1934 together with annotations from decisions of the supreme and appellate courts. (Cleveland, Ohio. Banks-Baldwin Law Publishing Co., [1934].)</u> With supplements May 1935 and May 1937. (The year is given in references only in citations to supplements. Numbers refer to sections which run in one continuous, consecutive series.)
bdl.	bundle
Bldg.	Building
bsmt.	basement
Burns	BURNS, HARRISON, editor. <u>Annotated Indiana Statutes containing all acts of a general and public nature in force September 1, 1933. (12 vols. Indianapolis, Ind. The Bobbs-Merrill Company, [c1933, c1934, c1935, c1937].)</u> With supplement 1937 in pocket in cover of each volume. (The year is given in references only in citations to supplements. Numbers refer to sections which run in one continuous, consecutive series as explained in Burns l:iii-iv.)

List of Abbreviations, Symbols, and Explanatory Notes

c	copyright (before dato)
C. C.	County Courthouse
ch.	chapter
chron.	chronological, chronologically
clk.	clerk, clerk's
Const.	Constitution of Indiana (refers to present constitution unless date follows)
hdw.	handwritten
hlth. comr.	health commissioner, health commissioner's
<u>ibid.</u>	ibidem (same reference as that immediately foregoing)
Ind.	Indiana: Indiana Reports (when preceded by the volume number, reference is to the official state court reports).
Laws Ind. Terr.	Laws of Indiana Territory, The: 1801-1809.
Laws N. W. Terr.	Laws of the Northwest Territory, The: 1788-1800.
mi.	mile
no., nos.	number, numbers
off.	office
P., pp.	page, pages
pros. atty.	prosecuting attorney, prosecuting attorney's
pt.	part
publ. wfr.	public welfare
pvt.	private
rec.	record
recr.	recorder, recorder's
Rev. Laws	Revised Laws of Indiana
Rev. Stat.	Revised Statutes of Indiana

List of Abbreviations, Symbols, and Explanatory Notes

rm	room
sec.	section
shf.	sheriff, shofiff's
spc. sess.	special session
stat.	statutes
stg.	storage
suppl.	supplement
sur.	surveyor, surveyor's
supt.	superintendent, superintendent's
tr.	treasurer, treasurer's
twp.	township
U. S.	Unites States
vol., vols.	volume, volumes
--	current
'	foot, feet
"	inch, inches (omitted after dimensions in entries)
x	by

Other abbreviations in common use are occasionally used.

Explanatory Notes

The inventory of the records of each bureau is preceded by an essay explaining its legal status and functions. As a comparative basis for the dates of the records, the inception date of each office may be taken as either the date of the organization of the county or, if the office was established later, the year of the act inaugurating it.

List of Abbreviations, Symbols, and Explanatory Notes

Entries are grouped under an outline classification, using headings and subheadings according to relative functions. Every entry has two parts or paragraphs: Title and description.

Occasionally an entry may have a third (cross-reference) paragraph.

I. The title paragraph consists of:

Entry number. The entries are numbered consecutively.

Exact title (in capitals and small capitals) as it appears on the record. Titles enclosed in brackets are supplied by The Historical Records Survey, if the volume or file bears no title. Supplementary titles (in capitals and lower-case letters), enclosed in brackets, are also supplied where it is necessary to explain the types of records more fully, or where the exact title borne by the record is incorrect or misleading.

Dates of the period covered by the record, showing inclusive beginning and ending dates by years only. In a divided year, the month and day are given unless unascertainable. A dash in place of an ending date denotes a continuous open record.

Quantity.

Markings, if a series or a part of a series. Where the entry consists of one unit, marked 1, the marking is omitted; if otherwise marked, except by dates, marking is given. If the marking is inconsistent or confusing, the notation "labeling varies" or "numbering varies" follows the quantity.

Missing volumes.

Subtitles or variations in title.

List of Abbreviations, Symbols, and Explanatory Notes

II. The description consists of:

A complete description of the record, the contents, and its purpose, with a resume of the column headings or subjects treated.

Method of arrangement or indexing, if any.

Nature of recording. Modern records are almost exclusively in printed form, filled in by hand or typewriter as stated in entry.

Condition. If good or excellent, it is omitted.

Number of pages averaged for a series.

Size, in the order of height, width, and depth, averaged for a series, is given in inches; hence the inch sign is omitted.

Location. The place of custody (the room in which the records are located) is given in the entry, and refers to the courthouse unless another building is specified.

III. Cross-references are made to other entries:

For records which have related functions.

For records having earlier or later recordings under a different title or type of record.

For records on which supplementary information may be found in other entries.

Whenever an entry contains more than one type of record, all the data are given in a master entry under the actual title or under a complete title, if supplied, with reference to subordinate entries for each part. The subordinate entries consist of title, dates, and description only.

(Next entry 1, page 45)

Part B. COUNTY OFFICES AND THEIR RECORDS

1. BOARD OF COMMISSIONERS

The board of commissioners is a statutory body comprising three member 1/ elected for terms of three years. The county is divided into three districts from each of which one member is elected by the electorate of the entire county. 2/ Terms are so arranged that no two members take office in the same year. 3/

Dearborn County has had a board for doing county business since 1817. After 1824 it was composed of five justices of the peace under the authority of an act of 1824 which constituted a board of justices of the peace the board for doing county business 4/ and conferred upon it the powers and duties originally conferred upon the board of commissioners of the several counties by an act of 1817. 5/ An act of 1831 established the board of commissioners consisting of three elective members 6/ in its present form, and the revised statutes of 1852 confirmed it. 7/

The board is the administrative agency of the county and exercises all powers for the transaction of county business conferred by law. 8/ In 1899 the fiscal powers were vested exclusively in the county council, which was then created. 9/

The board of commissioners is a body corporate and politic by the name and style of "The Board of Commissioners of the County of Dearborn", and as such, and in such name, may sue and be sued, possessing duties, rights, and powers incident to corporations. 10/

Board of Commissioners

(Next entry 1, page 45)

It meets in regular sessions beginning on the first Monday of every month 11/ and in special sessions called for specifically stated business by the auditor, its clerk ex officio, 12/ or, in case of death or disqualification, by the clerk of the circuit court or recorder, respectively. 13/ Any two members constitute a quorum to do business. 14/

Its principal functions are: Control of county property, allowance of claims against the county, auditing accounts of all officers handling county money, 15/ and exercise of the right of eminent domain. 16/ Other powers, in specific instances, have been conferred upon the board by the legislature; Letting of contracts for county buildings; 17/ purchase of materials and supplies; 18/ supervision of maintenance of roads, bridges, and culverts; 19/ preparation of the annual budget estimates; 20/ abolition or change of township or precinct boundary lines; 21/ establishment and maintenance of libraries 22/ and hospitals; 23/ authorization of payment of bounties; offering of rewards; 24/ and authorization of subscription to and preservation of public newspapers printed in the county. 25/

Besides its administrative functions, the board sits as a court in the trial of causes concerning county business. For the transaction of business it adopts its own regulations, but for court sessions it must comply, so far as practicable, with the rules for conducting business in the circuit court. 26/ Appeals from its decisions can be taken to the circuit court pursuant to statute. 27/

Board of Commissioners

(Next entry 1, page 45)

The commissioners, by virtue of their office, were constituted a board of turnpike directors by an act of 1879, for the management and control of all free turnpikes in the county. Each director had personal supervision of his district. The powers of the board were to appoint suitable persons to supervise the work of repairs, contract for labor materials, and enter upon lands to take gravel, giving certificates in payment. The board appointed its clerk, 28/ until an act of 1905 made the auditor ex officio the clerk. 29/ This board was abolished in 1913, and the highways were placed in charge of a superintendent of highways appointed by the commissioners. 30/ This office was likewise abolished twenty years later. The supervision of highways became a duty of the surveyor, 31/ unless the commissioners appoint a highway supervisor. 32/

The auditor, as clerk of the board of commissioners, attends its meetings, keeps a record of the proceedings, and preserves all the books and papers touching the business of the county in his office. 33/

All the records are located in the courthouse.

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- 1/ 1 Rev. Stat. 1852, Acts 1929; Burns 26-601; Baldwin 5215.
 - 2/ 1 Rev. Stat. 1852; Burns 26-602; Baldwin 5216.
 - 3/ Acts 1895; Burns 26-604; Baldwin 5218.
 - 4/ Rev. Laws 1824, ch. 15, secs. 1, 11, 16-17.
 - 5/ Acts 1817, ch. 15, sec. 1.
 - 6/ Rev. Laws 1831, ch. 20, sec. 1.
 - 7/ 1 Rev. Stat. 1852, ch. 20, sec. 1.
 - 8/ Acts 1817, ch. 15, sec. 1. Const., art. 6, sec. 10. 1 Rev. Stat. 1852, ch. 20, sec. 13.
 - 9/ Acts 1899; Burns 26-501, 26-515; Baldwin 5365, 5379. Acts 1899, 1921, 1929; Burns 26-532; Baldwin 5396.
 - 10/ 1 Rev. Stat. 1852; Burns 26-606; Baldwin 5220.

Board of Commissioners -- Court Proceedings and Reports (1)

- 11/ Acts 1899; Burns 26-550; Baldwin 5221.
- 12/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5418. Acts 1899; Burns 26-610; Baldwin 5223.
- 13/ Acts 1863; Burns 26-607; Baldwin 5222.
- 14/ 1 Rev. Stat. 1852; Acts 1929; Burns 26-601; Baldwin 5215.
- 15/ 1 Rev. Stat. 1852; Acts 1935; Burns, 1937 suppl., 26-620; Baldwin, 1935 suppl., 5236.
- 16/ Acts 1899; Burns 26-2101 to 26-2106; Baldwin 5109 to 5114. Acts 1919; Burns 36-393; Baldwin 8861. Acts 1935; Burns, 1937 suppl., 36-711; Baldwin, 1935 suppl., 8861-1. Acts 1937; Burns, 1937 suppl., 26-640; Baldwin, 1937 suppl., 5236-1.
- 17/ Acts 1907; Burns 26-2002, 26-2004; Baldwin 5101, 5103.
- 18/ Acts 1899; Burns 26-535; Baldwin 5400. Acts 1899, 1903, 1933; Burns 26-536; Baldwin 5401.
- 19/ Acts 1919; Burns 36-391; Baldwin 8859.
- 20/ Acts 1899; Burns 26-516, 26-519; Baldwin 5389, 5383.
- 21/ Acts 1859; Burns 26-701; Baldwin 16055. Acts 1919; Burns 26-705; Baldwin 16059.
- 22/ 1 Rev. Stat. 1852; Burns 41-501. Acts 1917, 1921, 1927; Burns 41-510; Baldwin 10321.
- 23/ Acts 1903; Burns 22-3201; Baldwin 4507.
- 24/ 1 Rev. Stat. 1852, Acts 1875, 1883, 1889, 1911, Burns 26-1101 to 26-1106; Baldwin 3802, 5288 to 5290, 5293, 5294.
- 25/ 1 Rev. Stat. 1852; Burns 26-626; Baldwin 5285.
- 26/ 1 Rev. Stat. 1852; Burns 26-617; Baldwin 5228.
- 27/ 1 Rev. Stat. 1852; Burns 26-901; Baldwin 5277. Acts 1879 (Spec. Sess.), 1885; Burns 26-820; Baldwin 5275.
- 28/ Acts 1879 (Spec. Sess.), ch. 115, sec. 1.
- 29/ Acts 1905, ch. 167, sec. 85.
- 30/ Acts 1913, ch. 350, sec. 1.
- 31/ Acts 1933; Burns 36-1101; Baldwin 3699.
- 32/ Acts 1933; Burns 36-1110; Baldwin 8708.
- 33/ 1 Rev. Stat. 1852; Burns 26-611, 26-621, 49-3004; Baldwin 5228, 5238, 5418.

Court Proceedings and Reports

1. COMMISSIONERS' DOCKET, 1884--. 6 vols. (1-6).

Commissioners' entry docket, showing entry number, date, names of parties or petitioners, nature of action, volume and page of record, and decision of commissioners. Arr. chron. Hdw. 290 pp. 16 x 11 x 3. Ind. off.

Board of Commissioners--Bond Issues

(2-5)

2. COMMISSIONERS' RECORD, 1824--. 30 vols. (1-30).

Record of proceedings in transacting county business, showing date of session, names of members present, order of procedute^{ed}, orders issued, decision, and final settlement. Indexed alph. by titles of business considered. Hdw. 390 pp. 18 x 4 x 3. Comr. off.

3. RETAILER'S BOND RECORD, 1886-1918. 3 vols. (1-3).

Record of retail liquor dealers' bonds, showing date, name of applicant, location and nature of business, amount and conditions of bond, names of bondsmen, and signatures of principals. Indexed alph. by names of applicants. Hdw. 600 pp. 18 x 13 x 3. Aud. off.

Bond Issues

4. ROAD, Bond Record, 1907--. 1 vol.

Record of bonds sold to defray expenses of road buildings and repairs, showing date of sale, kind and amount of bonds sold, date interest due, and name and address of buyer. Arr. chron. Hdw. 300 pp. 18 x 13 x 2. Aud. off.

5. BOND REGISTER, 1918-1936. 1 vol.

Record of bond issues, showing date of issue, names of project and purchaser, amount of issue, denomination of bond, date of maturity, interest, and interest paying periods. Arr. chron. Hdw. 200 pp. 18 x 13 x 3. Aud. off.

Board of Commissioners-Bids

(6-9)

Bids

6. BIDDERS' RECORD, 1935--. 1 vol.

Record of bids received on county work materials and supplies, showing date, name of company or individual submitting bid, nature and description of service or supplies bid on, and total amount. No index. Hdw. 300 pp. 14 x 14 x $1\frac{1}{2}$. Aud. off.

Claims and Allowances

7. COMMISSIONERS' CLAIM AND ALLOWANCE DOCKET, 1886--.

9 vols. (1-5, 1-4). Title varies: Commissioners' Claim Docket.

Record of claims submitted and allowed, showing date of filing, name of contractor or firm, warrant number, itemized cost, amounts of claim and allowance, claimant's affidavit, and action of commissioners. Arr. by claim nos. Hdw. 350 pp. 18 x 13 x $2\frac{1}{2}$. Comr. off.

8. REGISTER OF ALLOWANCES, 1886-1914. 5 vols. (4-8).

Record of claims and bills submitted to commissioners, showing date, numbers and amount of claim; name of claimant; amount allowed; and number of warrant. Arr. chron. Hdw. 350 pp. 18 x 13 x $2\frac{1}{2}$. Aud. off.

9. COMMISSIONERS' ALLOWANCE, 1934--. 7 file boxes.

Commissioners' files of allowed claims against appropriated funds, showing date, numbers of claim and warrant, name of claimant, amount, cause, and signatures of commissioners. Arr. chron. 10 x 4 x 12. Aud. off.

Board of Commissioners --Claims and Allowances

(10-12)

10. OLD AGE PENSION APPLICATIONS, [Allowed or Disallowed],

1933--. 2 bdls.

Old age pension papers passed or rejected, showing name, residence, age, birth date, and family history of beneficiary; date passed by commissioners; amount allowed; and pay periods. Arr. alph. by names of beneficiaries. 5 x 10 x 2. Aud. off.

For other old age pension records, see entries 11, 178.

11. OLD AGE PENSION RECORD, 1933--. 1 vol.

Record of old age pension applications, showing date, and name, address, birth date and place, marital status, and family history of applicant. Indexed alph. by names of applicants. Hdw.

600 pp. 18 x 13 x 3. Aud. off.

For other old age pension records, see entries 10, 178.

12. BURIAL RECORD, SOLDIERS', SAILORS', AND MARINES',

1861-64. 1 vol.

Record of burial of soldiers, sailors, and marines, showing name, place and date of death, occupation, and age of deceased; military service record; place of burial; burial expense; and signature of trustee. Indexed alph. by names of deceased. Hdw. 250 pp.

18 x 13 x 2. Aud. off.

For other military records, see entry 49.

Board of Commissioners--Roads

(13-14)

Roads

13. COMPLETE RECORD FREE GRAVEL ROAD, 1907-31. 1 vol.

Record of maintenance costs of county roads, showing date, name of road, copy of improvement petition, reports of engineer and assistant superintendent, materials, supplies, labor used, and total cost. Indexed alph. by names of roads. Hdw. 492 pp. 18 x 13 x 3. Aud. vt.

14. GRAVEL ROAD RECORD, 1912-1915. 1 vol.

Record of expenditures in building and maintaining gravel roads, showing date; name of roads; amounts of materials, supplies, and labor used; cost of each; and total cost. Indexed alph. by names of roads. Hdw. 480 pp. 18 x 13 x 3. Aud. off.

II. COUNTY COUNCIL

In 1899 the legislature created "The Dearborn County Council". 1/ This council consists of seven members who are elected for terms of four years and must be qualified voters and resident freeholders of the county. One member is elected from each of four councilmanic districts by the voters of the district, and three members are elected by the voters of the county at large. 2/ The council elects its president from its membership, and the auditor serves as clerk. 3/ The sheriff is required to execute the orders of the council. 4/

The regular annual meeting of the council is held on the first Tuesday after the first Monday of September for the purpose of fixing the tax rate, imposing the tax levy, and making appropriations, and continues from day to day until its business is completed.

Special meetings may be called by the auditor or a majority of the members. 5/ All sessions must be public. 6/ Although a majority of the council constitutes a quorum, the passage of ordinances requires a majority of all members, 7/ and extraordinary majorities are required by law in certain instances: A three-fourths vote to increase or insert an item in the budget estimates submitted by the county agencies through the auditor; 8/ a two-thirds vote of all members to make additional appropriations at special meetings. 9/

The power of fixing the tax rate for county purposes and for all purposes where it is not fixed by law and is required to be uniform throughout the county, is vested exclusively in the council, likewise the power of making appropriation of money to be paid out of the

County Council

(Next entry 15, page 52)

county treasury. 10/ The council passes on all budget estimates submitted by the county officials 11/ and makes emergency appropriations. 12/

The council has exclusive power to authorize the borrowing of money for the county and the issuing of bonds. 13/ No sale or purchase by the county of real estate of the value of \$1,000 or more can be made without authorization by the council. 14/

The auditor, as clerk of the council, keeps a journal of its proceedings, and also keeps and preserves in his office its files and papers. 15/

The records are located in the courthouse.

- 1/ Acts 1899; Burns 26-501; Baldwin 5365.
- 2/ Acts 1899; Burns 26-502, 26-504; Baldwin 5366, 5368.
- Acts 1907; Burns 26-505; Baldwin 5369.
- 3/ Acts 1899, 1931; Burns 26-507; Baldwin 5371. Acts 1899; Burns 26-509; Baldwin 5373.
- 4/ Acts 1899; Burns 26-510; Baldwin 5374.
- 5/ Acts 1899, 1931; Burns 26-507; Baldwin 5371.
- 6/ Acts 1899; Burns 26-508; Baldwin 5372.
- 7/ Acts 1899; Burns 26-511; Baldwin 5375.
- 8/ Acts 1899; Burns 26-520; Baldwin 5384.
- 9/ Acts 1899, 1907, 1913, 1937; Burns, 1937 suppl., 26-521; Baldwin, 1937 suppl., 5385.
- 10/ Acts 1899; Burns 26-515, 26-520; Baldwin 5379, 5384.
- 11/ Acts 1899; Burns 26-520; Baldwin 5384.
- 12/ Acts 1899, 1907, 1913, 1937; Burns, 1937 suppl., 26-521; Baldwin, 1937 suppl., 5385.
- 13/ Acts 1899, 1921, 1929; Burns 26-532; Baldwin 5396.
- 14/ Acts 1899; Burns 26-534; Baldwin 5399.
- 15/ Acts 1899; Burns 26-509; Baldwin 5373.

15. COUNTY COUNCIL REPORT, 1899--. 2 vols. (1-2).

Minutes of county council meetings, showing dato, roll call, consideration of budgets and tax lists, approval or disapproval of proposed county expenditures, and issuance of county bonds.

Arr. chron. Typed. 375 pp. 18 x 13 x 2 $\frac{1}{2}$. Aud. off.

(Next entry 16, page 55)

III. CLERK OF THE CIRCUIT COURT

The clerk of the circuit court, commonly referred to as "county clerk", is a constitutional officer, elected for a four-year term. No person is eligible to the office of clerk of the circuit court for more than eight years in any twelve-year period. 1/ The clerk is required to give bond in the amount fixed by the board of commissioners. 2/

Prior to the Constitution of 1851, the office of clerk of the circuit court was established under the authority of the Constitution of 1816. 3/

The clerk of the circuit court is required to draw up a record of the proceedings of the court daily, 4/ to administer all oaths, 5/ and to receive payments for all judgments on record in his office. 6/

In addition to his court duties, numerous other duties are imposed upon the clerk by statute. He serves ex officio as registration officer for the county 7/ and as a member and clerk of the county election boards. 8/

Other important duties of the clerk are the issuance of marriage licenses; 9/ professional licenses, such as physicians', 10/ dentists', 11/ and optometrists'; 12/ hunting, trapping, and fishing licenses; 13/ and business licenses, such as poultry dealers' 14/ and junk dealers', 15/ He approves, files, and keeps a record of the bonds of county and township officers, unless other provision is made by law, 16/ and of notaries; 17/ and registers the certificates of trained nurses. 18/

Clerk of the Circuit Court

(Next entry 16, page 55)

The clerk is required to preserve in his office all records and writings appertaining to his official duties, to indorse the time of filing of all papers, and in addition to these records, to keep all necessary judges', appearance, bar, judgment, and execution dockets; order and final record books; a complete record of all causes involving title to land including a lis pendens record, of all criminal causes for felony, and of all other cases upon request; 19/ a cash book; 20/ and a fee register. 21/ He records certificates of firms and partnerships doing business under any name, designation, or title other than the real names of their members. 22/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2. 2 Rev. Stat. 1852; Burns 49-2701; Baldwin 1427.

2/ Acts 1875; Burns 49-2703, 49-2704; Baldwin 1430, 1431.

3/ Const. 1816, art. 5, sec. 6.

4/ 2 Rev. Stat. 1852, Acts 1895, 1933; Burns 4-324; Baldwin 1413.

5/ 2 Rev. Stat. 1852; Burns 49-2706; Baldwin 1435.

6/ Acts 1875; Burns 49-2719; Baldwin 1438.

7/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.

8/ Acts 1905, 1927; Burns 29-1401; Baldwin 7377. Acts 1915, 1917; Burns 29-504; Baldwin 7190. Acts 1899; Burns 29-1002; Baldwin 7109.

9/ Acts 1852; Burns 44-201; Baldwin 5622.

10/ Acts 1897; Burns 63-1303; Baldwin 10705.

11/ Acts 1913, 1931, 1935; Burns, 1937 suppl., 63-504; Baldwin, 1935 suppl., 5589.

12/ Acts 1907; 1935; Burns, 1937 suppl., 63-1011; Baldwin, 1935 suppl., 13182.

13/ Acts 1937; Burns, 1937 suppl., 11-1403; Baldwin, 1937 suppl., 8229-3.

14/ Acts 1917, 1929, 1932 (Spec. Sess.); Burns 42-802; Baldwin 10486.

Clerk of the Circuit Court--Official Bonds

(16-17)

- 15/ Acts 1905; Burns 42-703; Baldwin 10462.
16/ 1 Rev. Stat. 1852; Burns 49-105; Baldwin 13063. Acts 1857; Burns 49-124; Baldwin 13077. 2 Rev. Stat. 1852; Burns 49-2706. Baldwin 1433.
17/ 1 Rev. Stat. 1852, Acts 1855; Burns 49-3503; Baldwin 13016.
18/ Acts 1905, 1913, 1931; Burns 63-903; Baldwin 13036.
19/ 2 Rev. Stat. 1852; Burns 49-2706; Baldwin 1433. Acts 1881 (Spc. Sess.); Burns 2-313, 2-3314; Baldwin 94, 524.
20/ Acts 1879 (Spc. Sess.); Burns 49-2722; Baldwin 1442. Acts 1937; Burns, 1937 suppl., 61-623; Baldwin, 1937 suppl., 13844-44.
21/ Acts 1879 (Spc. Sess.); Burns 49-2723; Baldwin 1443.
22/ Acts 1909; Burns 5-201; 50-202; Baldwin 13210, 13211.

Official Bonds
 (See also entries 153-56)

County

16. RECORD OF OFFICIAL BONDS, 1846--. 3 vols. (A, 2-3).

Record of bonds posted by county officials, showing dates; names of officials and bondsmen; amounts, terms, and duration of bonds; and signatures of bondsmen and official. Indexed alph. by names of officials. Hdw. 400 pp. 18 x 13 x 3. 2 vols., 1846-91, stg. rm., 3rd floor; 1 vol., 1892-1937, Clk. off.

Township

17. RECORD OF CONSTABLES BONDS, 1868-94. 2 vols. (1-2).

Record of official bonds posted by constables, showing date; names of constable and sureties; amount; duration; and conditions of bond; and signature of principal. No index. Hdw. 150 pp. 16 x 11 x 1 1/2. Stg. rm., 3rd floor.

Clerk of the Circuit Court--Licenses

(18-20)

18. RECORD OF JUSTICES' BOND, 1872-94. 1 vol.

Record of bonds filed by justices of peace, showing date; names of jurors and bondsmen; duration, amount, and condition of bond; and signature of principal. No index. Hdw. 450 pp. 15 x 11 x 1 $\frac{1}{2}$. Stg. rm., 3rd floor.

Miscellaneous

19. NOTARIAL BOND RECORD, 1872--. 4 vols. (1-4).

Transcripts of bonds of notaries public, showing date; names of notary and bondsmen; duration, amount, and condition of bond; and signature of principal. Indexed alph. by names of notaries. Hdw. 400 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

Licenses

Marriage (see also entry 170)

20. RECORD OF APPLICATION FOR MARRIAGE LICENSE, 1876--. 74 vols. (1-34, 1-40). Title varies: 1876-1905, Record of Application for Marriage.

Record of applications for marriage licenses, showing date; names, addresses, color, ages, and occupations of bride and groom; and names and address of parents. Indexed alph. by names of grooms. Hdw. 500 pp. 18 x 13 x 3. 34 vols., 1876-1905, stg. rm., 3rd floor; 40 vols., 1905--, Clk. vt.

Clerk of the Circuit Court--Licenses

(21-24)

21. MARRIAGE AFFIDAVITS, 1868-1905. 6 vols.

Record of marriage affidavits, showing date; name, age, birthplace, and color of applicant; affidavit attesting to truthfulness of above statements; and signature. No index. Hdw. 200 pp.
18 x 13 x 2. Stg. rm., 3rd floor.

For subsequent records, see entry 19.

Professional

22. PHYSICIANS' LICENSE RECORD, 1854--. 3 vols.

Record of applications for licenses to practice medicine in county, showing date; name, residence, and office location of applicant; name of college issuing diploma; signature of applicant; and date of license grant. Indexed alph. by names of applicants.
Hdw. 75 pp. 18 x 25 x 1. Stg. rm., 3rd floor.

Business

23. JUNK DEALER LICENSE, 1905--. 2 vols.

Record of applications for licenses to deal in junk, showing date; name, residence, business location, and signature of applicant; and date license granted. No index. Hdw. 200 pp. 14 x 9 x 3/4.
Clk. off.

24. REGISTER OF POULTRY DEALER'S LICENSE, 1917--. 2 vols.

Record of applications for licenses to buy and sell poultry, showing date license issued; and name, residence, business location, and signature of applicant. Indexed alph. by names of dealers.
Hdw. 210 pp. 12 x 10 x 1. Clk. off.

Clerk of the Circuit Court--Certificates

(25-28)

25. RECORD OF APPLICATIONS FOR SIRES' LICENSES, 1889-1915,
1 vol.

Record of applications of owners of stallions for licenses to lease the sires for breeding purposes, showing date; name and residence of owner; and name, description, and breed of stallion. Indexed alph. by names of owners. Hdw. 250 pp. 18 x 12 x 1 $\frac{1}{2}$. Clk. off.

Certificates

26. REGISTER OF INSURANCE CERTIFICATES, 1876--. 3 vols.
(1-3).

Record of insurance companies' reports, showing date, names of companies and agents, numbers of filing box and file, and remarks. Indexed alph. by names of companies. Hdw. 400 pp. 18 x 13 x 3. 2 vols., 1876-1900, stg. rm., 3rd floor; 1 vol., 1901--, Clk. off., 2nd floor.

27. INSURANCE REPORT, 1863--. 7 file boxes.

Financial and business original reports of insurance companies, showing date, period covered by report, cash received, number and amount of claim paid, cash on hand, and balance. Arr. chron. 4 x 10 x 12. 5 boxes, 1863-1904, stg. rm., 3rd floor; 2 boxes, 1905--, Clk. off.

Registers

28. REGISTER OF TRAINED NURSES, 1913--. 1 vol.

Register of trained nurses, showing date; name, address, and residence of nurse; and date and number of licenses. No index. Hdw. 100 pp. 12 x 10 x 3/4. Clk. off.

Receipts and Disbursements

29. CASH BOOK OF DISBURSEMENTS, 1911-24. 1 vol.

Record of cash disbursements, showing date, number of bank check, names of bank and payee, amount of check, purpose of payment, and total cash disbursed. No index. Hdw. 500 pp. 18 x 13 x 3.

Stg. rm., 3rd floor.

(Next entry 30, page 61)

IV. RECORDER

The recorder is a constitutional officer elected for a four-year term. No person is eligible to hold the office of recorder for more than eight years in any twelve-year period. The recorder is required to post bond in the amount of four thousand dollars. 1/

Prior to the Constitution of 1851, the office of recorder was established at the organization of Dearborn County in 1803, under the authority of an Indiana Territorial Act and later of the Constitution of 1816 and an act of 1818 which provided for the election of a recorder in any new county formed. 2/

The title of this officer describes his functions--to make and preserve a public record of legal documents which by law he is bound to record, for both county officials and private persons. 3/ Of the many kinds of instruments recorded the more important are: Deeds and mortgages; 4/ chattel mortgages; 5/ satisfactions, cancellations, and assignments of any kind; 6/ releases; 7/ mechanic's liens; 8/ leases; 9/ articles of incorporation; 10/ certificates of admission for foreign corporations to do business in Indiana; 11/ cemetery deeds; 12/ and articles of cemetery associations. 13/ He also registers farm names. 14/

The forms and methods to be used by the recorder are described in detail in the statutes. He keeps an entry book in which he enters, as filed, all instruments delivered to him for recording, noting day and hour received, which time is the legal date of recording. 15/ In addition to the records enumerated above, he keeps

a fee book and a cashbook, and enters therein, as received, all money received in his office. 16/ He is required to index his records, both in each volume and in complete or general indexes. 17/

All the records are located in the courthouse.

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- 1/ Const., art. 6, sec. 2. 1 Rev. Stat. 1852, Acts 1901; Burns 49-3201; Baldwin 5469.
 - 2/ Const. 1816, art. 11, sec. 10. Acts 1816-17, ch. 2, sec. 2.
 - 3/ 1 Rev. Stat. 1852, Acts 1925; Burns 49-3205; Baldwin 5470.
 - 4/ 1 Rev. Stat. 1852; Burns 49-3210; Baldwin 5475.
 - 5/ Acts 1935; Burns, 1937 suppl., 51-510; Baldwin, 1935 suppl., 13227-10. Acts 1935, 1937; Burns, 1937 suppl., 51-515; Baldwin, 1937 suppl., 13227-15.
 - 6/ Acts 1905; Burns 49-3203; Baldwin 5472. Acts 1935; Burns, 1937 suppl., 51-511; Baldwin, 1935 suppl., 13227-11.
 - 7/ 2 Rev. Stat. 1852; Burns 56-708; Baldwin 992. Acts 1935; Burns, 1937 suppl., 51-511; Baldwin, 1935 suppl., 13227-11.
 - 8/ Acts 1909; Burns 43-704; Baldwin 10508.
 - 9/ 1 Rev. Stat. 1852, Acts 1875, 1913, 1921, 1923; Burns 56-119; Baldwin 14671.
 - 10/ Acts 1929; Burns 25-219; Baldwin 4919. Acts 1935; Burns, 1937 suppl., 25-527; Baldwin, 1935 suppl., 4989-21.
 - 11/ Acts 1929; Burns 25-305; Baldwin 4963. Acts 1935; Burns, 1937 suppl., 25-527; Baldwin, 1935 suppl., 4989-21.
 - 12/ Acts 1925; Burns 21-223; Baldwin 4648.
 - 13/ 1 Rev. Stat. 1852; Burns 25-1520; Baldwin 10599.
 - 14/ Acts 1913; Burns 49-3226; Baldwin 5488.
 - 15/ 1 Rev. Stat. 1852; Burns 49-3211; Baldwin 14665. 1 Rev. Stat. 1852, Acts 1925; Burns 49-3205; Baldwin 5470.
 - 16/ Acts 1895; Burns 49-1401; Baldwin 7576.
 - 17/ 1 Rev. Stat. 1852; Burns 49-3209, 49-3217, 49-3218; Baldwin 5471, 5481, 5482. 1 Rev. Stat. 1852. Acts 1865; Burns 49-3216; Baldwin 5480.

Deeds, Titles, and Grants

30. ENTRY BOOK OF DEEDS, 1874--. 4 vols.

Record of deeds left for recording, showing date of entry, names of grantor and grantee, legal description of property, kind of deed,

book number and page of deed record, and fee. No index. Hdw.
600 pp. 18 x 13 x 3. Recr. off.

31. DEED RECORD, 1824--. 116 vols. (A-Z, 1-90).

Record of deeds, showing dates of execution, and recording, description and location of property, amount, and kind of deed, and names of grantor, and grantee. Indexed alph. by names of grantors and grantees. 1824-1905, hdw.; 1905--, typed. 600 pp. 18 x 13 x 3. Recr. off.

32. INDEX TO DEEDS, GRANTOR, 1802--. 8 vols. (A-Z).

Index to deeds, showing names of grantor and grantee, date of deed, legal description of property, book number, and page of deed record, and amount. Arr. alph. by names of grantors. Hdw. 500 pp. 18 x 13 x 3. Recr. off.

33. INDEX TO DEEDS, GRANTEE, 1802--. 8 vols. (A-Z).

General index to deed records, showing names of grantor and grantee, date and kind of deed, legal description of property, book number and page of deed record, and amount. Arr. alph. by names of grantees. Hdw. 500 pp. 18 x 13 x 3. Recr. off.

34-35. CEMETERY DEED RECORD, 1925--. 1 vol.

Record of deeds to cemetery lots, showing names of grantor and grantee, description and location of lot, purchase price, and affidavit. Indexed alph. by names of owners. Hdw. 600 pp. 18 x 13 x 3. Recr. off.

Recorder--Mortgages, Assignments, and Releases

(36-39)

36. QUIET TITLE RECORD, 1911--. 1 vol.

Record of court proceedings to quiet titles, showing names of all parties to action, witnesses, and attorneys; description of property; date of action; and decision of court. Indexed alph. by names of owners. Typed. 575 pp. 18 x 13 x 3. Recr. off.

37. DEED RECORD PARTITION, 1880-99. 1 vol.

Record of court action in division of estates, and the establishment of a new deed, showing date of petition, names of petitioners, and decision of the court. Indexed alph. by names of owners. Hdw. 600 pp. 18 x 13 x 3. Recr. off.

38. TRACT BOOK, 1801-42. 2 vols.

Original entries of governmental lands in tracts within townships held by virtue of deeds by owners, or State of Indiana, or by patent of congress, showing name of owner; number of entry; lands in tracts, sections, and quarter sections; and surveys made by federal, state, and private owners. Arr. chron. Hdw. 50 pp. 18 x 13 x 1. Recr. off.

Mortgages, Assignments, and Releases

Real Estate

39. ENTRY OF MORTGAGES, 1854--. 4 vols.

Record of mortgages left for recording, showing date and time entered, amount of mortgage, names of mortgagor and mortgagee, description and location of real estate, book and page numbers of mortgage record, and fee. No index. Hdw. 600 pp. 18 x 13 x 3. Recr. off.

Recorder--Mortgages, Assignments, and Releases

(40-43)

40. MORTGAGE RECORD, 1839--. 75 vols. (1-75).

Record of real estate mortgages, showing dates of execution, recording, and satisfaction; names of mortgagor and mortgagee; description and location of property; amount of mortgage; provisions; maturity; and discharge. Indexed alph. by names of mortgagors. 1839-1905, hdw.; 1905--, typed. 600 pp. 18 x 13 x 3. Recr. off.

For prior records, see entry 29.

41. INDEX TO MORTGAGES, MORTGAGOR, 1802--. 5 vols. (A-Z).

Index to mortgages, showing names and addresses of mortgagor and mortgagee, amount of mortgage, and book and page numbers of mortgage record. Arr. alph. by names of mortgagors. Hdw. 600 pp. 18 x 13 x 3. Recr. off.

Chattels

42. CHATTEL MORTGAGE RECORD, 1881--. 14 vols. (1-14).

Record of chattel mortgages, showing dates executed and recorded, description of chattel, amount of mortgage, names of mortgagor and mortgagee, term, and release. Indexed alph. by names of mortgagors. 1881-1905, hdw.; 1905--, typed. 600 pp. 18 x 13 x 3. Recr. off.

For prior records, see entry 36.

43. CHATTEL MORTGAGE RECORDS, 1935--. 4 file drawers.

Mortgages left for recording, showing number and date of mortgage, description of chattel, names of mortgagor and mortgagee,

amount involved, and release. Arr. alph. by names of mortgagors.

24 x 16 x 11. Recr. off.

For prior records, see entry 39.

Assignments and Releases

44. ENTRY BOOK OF SATISFACTIONS, CANCELLATIONS, AND
ASSIGNMENTS, 1905-21. 1 vol.

Record of mortgages assigned, canceled, or satisfied, showing date of recording; names of mortgagor, mortgagee, and assignee; method of satisfaction or cancelation; book and page numbers of mortgage record; and fees. Indexed alph. by names of executors. Hdw.

550 pp. 18 x 13 x 3. Recr. off.

45. RECORD OF ANNUAL REPORTS, June 1,-Sept. 1, 1900. 1 vol.

Record of recorders' annual financial and statistical report^d of satisfaction of mortgages, showing all instruments recorded and fees collected, names of mortgagor and mortgagee, and satisfaction.

No index. Hdw. 160 pp. 18 x 13 x 3. Recr. off.

Liens

46. MECHANIC LIENS, 1856-86. 2 vols. (1-2).

Record of liens filed against property owners for work performed and material used, showing names of lienor and owner, amount of lien, date of filing, location and description of property, lien number, notice of intention, and satisfaction. Indexed alph. by names of mechanics. Hdw. 400 pp. 9 x 13 x 2. Recr. off.

For subsequent records, see entry 51.

47. RECORD OF SIRES' LIENS, 1898-1905. 1 vol.

Record of liens for sire service, showing names of owners of sire and dam, date of service, amount of lien, and terms agreed upon. Indexed alph. by names of owners. Hdw. 600 pp. 18 x 13 x 3. Recr. off.

Register of Legal Instruments

48. RECORD OF POWER OF ATTORNEY, 1854--. 2 vols. (1-2).

Record of appointments granted for powers of attorney, showing date issued; names of principal, agent, and attorneys; powers and particular performances granted; tenure of grant; causes for revocation; and business address of principal. Indexed alph. by names of principals and agents. Hdw. 400 pp. 18 x 13 x 3. Recr. off.

49. RECORD OF SOLDIERS' DISCHARGES, 1864--. 2 vols. (1, 1).

Title varies: Enlistment Record.

Record of soldiers' enlistments and discharges, showing dates of enlistment and discharge; names of soldier and commander; age, birthplace, physical condition, and vocation of soldier; and reason for discharge. Indexed alph. by names of soldiers. Hdw. 400 pp. 18 x 16 x 2. Recr. off.

For other military records, see entry 12.

50. ARTICLES OF INCORPORATION, 1897--. 2 vols. (C, D).

Vols. A, B, prior to 1897, missing.

Articles of incorporation, showing names of corporation and

Recorder--Fee and Cash Books

(51-54)

officers, capital amount, number of shares of stock issued, articles, recitals, and location of business. Indexed alph. by names of corporations. Typed. 600 pp. 18 x 13 x 3. Recr. off.

51. REGISTER OF FARM NAMES, 1913-29. 1 vol.

Register of recorded farm names, showing date recorded, names of farm and owner, and location and description of farm. Indexed alph. by names of owners. Typed. 250 pp. 10 x 8 x 2. Recr. off.

52. APPRENTICESHIP RECORD, 1830-1920. 1 vol.

Record of indentures of apprenticeship, showing date of contract; names of apprentice, parents, and master; nature of indenture; trade; and tenure of apprenticeship. Indexed alph. by names of apprentices. Hdw. 375 pp. 15 x 11 x 1 $\frac{1}{2}$. Recr. off.

Fee and Cash Books

53. RECORDER'S CASH BOOK, 1896--. 7 vols. (1-7).

Record of cash collected by recorder, showing date, amount and source of receipts, amount and purpose of disbursements, and balance on hand. Arr. chron. Hdw. 400 pp. 18 x 13 x 3. Recr. off.

Miscellaneous Records

54. MISCELLANEOUS RECORD, 1858--. 8 vols. (1-8).

Record of miscellaneous instruments, including leases, contracts, incorporations, and consolidations, mechanics liens, tax sale contracts, and various other documents legally recorded, showing

date, names of parties, kind of instrument, and amount involved. Indexed alph. by names of principals. 1858-1905, hdw.; 1905--, typed. 600 pp. 18 x 13 x 3. Recr. off.

Maps and Plats

55. DEARBORN COUNTY FIELD NOTES, 1799-1862. 1 vol.

Record of surveys made of county, including original federal surveys of French and Clark's grants, and resurveys by the State of Indiana, showing boundaries of all lands in tracts within the townships. Arr. alph. by twps. Hdw. 400 pp. 13 x 10 x 1 $\frac{1}{2}$. Recr. off.

56. MAPS OF HOGAN, JACKSON, MILLER, CLAY, WASHINGTON, AND MANCHESTER TOWNSHIPS, AND LAWRENCEBURG, no date given.

7 maps.

Political maps of Dearborn County, showing section, range, and township lines, roads, owners' names, and farm boundaries. Black and white. No scale given. 48 x 60. Recr. vt.

57. MAP OF AURORA CITY, 1858. 1 map.

Commercial map of original plan of City of Aurora, showing subdivisions, lots, streets, and roads. No scale given. 48 x 60. Condition poor. Recr. vt.

(Text entry 58, page 71)

V. CIRCUIT COURT

The circuit court, established by the Constitution of 1851, consists of one judge and is vested with such jurisdiction as is prescribed by law. The judge is elected by the voters of the circuit for a six-year term. 1/ The seventh circuit since 1897 has comprised Ohio and Dearborn Counties, and the court is styled "Ohio and Dearborn Circuit Court." 2/

When Shelby County was organized in 1822, its various parts were, for judicial purposes, attached to the counties from which they had been taken. 3/ Under the authority of the Constitution of 1816 and an act of 1831, the court consisted of a president judge and two associate judges. 4/

From 1829 to 1852, probate matters were under the original and exclusive jurisdiction of a probate court. 5/ From 1853 to 1873 probate matters and certain other criminal and civil cases were under the jurisdiction of the court of common pleas. 6/ When this court was abolished in 1873 all jurisdiction was transferred to the circuit court. 7/

The circuit court has original exclusive jurisdiction in all cases at law and equity whatsoever, criminal cases, actions for divorce, and settlement of decedents' estates and guardianships, except as exclusive or concurrent jurisdiction is conferred by law upon justices of the peace. 8/ It has exclusive jurisdiction in all matters relating to children. In hearing such cases, it sits as the juvenile court. 9/ It has such appellate jurisdiction

Circuit Court

(Next entry 58, page 71)

as is conferred by law. It also has jurisdiction of all other causes, matters, and proceedings, where exclusive jurisdiction thereof is not conferred upon some other court, board, or officer. 10/

The court has power to make all proper judgments, sentences, decrees, orders, and injunctions; to issue all process; 11/ and to adopt rules for conducting its business. 12/ The order of business is, in precedence, as follows; Probate cases, criminal cases, and civil cases. 13/

The chief officers of the court are the sheriff, the prosecuting attorney, and the clerk of the circuit court. The sheriff attends upon the court and serves all process directed to him therefrom. 14/ The prosecuting attorney prosecutes the pleas of the state in the court. 15/ The clerk of the circuit court draws up each day's proceedings at full length in the proper order book which is signed by the circuit judge. 16/ All causes are filed and entered in the office of the clerk of the circuit court, and numbered in consecutive order as filed. 17/ The clerk is also charged by statute with the duty of keeping and preserving the official records of the court. 18/

All the records are located in the courthouse.

1/ Const., art. 7, secs. 1, 8-9. Acts 1881 (Spc. Sess.); Burns 4-301; Baldwin 1395.

2/ Acts 1897; Burns 4-332; Baldwin, 1935 suppl., 1415-1. Acts 1881 (Spc. Sess.); Burns 4-302; Baldwin 1396.

3/ Acts 1830, ch. 24, sec. 2.

4/ Const. 1816, art. 5, sec. 3. Acts 1831, ch. 22, secs. 1-2.

5/ Acts 1829, ch. 26, secs. 1-2.

Circuit Court--Civil Causes

(58-60)

- 6/ 2 Rev. Stat. 1852, pt. 1, ch. 8, secs. 4, 11, 14, 43.
- 7/ Acts 1873; Burns 4-328; Baldwin 1417.
- 8/ Const., art. 7, sec. 8. Acts 1881 (Spec. Sess.); Burns 4-303, 6-101; Baldwin 1397, 3011.
- 9/ Acts 1903, 1913, 1931, 1935, 1937; Burns, 1937 suppl., 9-2801; Baldwin, 1937 suppl., 1759.
- 10/ Acts 1881 (Spec. Sess.); Burns 4-303; Baldwin 1397.
- 11/ 2 Rev. Stat. 1852; Burns 4-307; Baldwin 1400.
- 12/ 2 Rev. Stat. 1852; Burns 4-313; Baldwin 1406.
- 13/ Acts 1881 (Spec. Sess.); Burns 2-1106; Baldwin 182.
- 14/ 2 Rev. Stat. 1852; Burns 49-2802; Baldwin 5494.
- 15/ 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.
- 16/ 2 Rev. Stat. 1852; Acts 1885, Acts 1885, 1933; Burns, 4-324; Baldwin 1413.
- 17/ Acts 1881 (Spec. Sess.); Burns 2-1053; Baldwin 158.
- 18/ 2 Rev. Stat. 1852; Burns 49-2706; Baldwin 1433.

Civil Causes

58. COURT PAPERS, 1842--. 896 file boxes.

Papers pertaining to all court cases. Contains: Civil Cases, entry 59; Criminal Cases, entry 74; Estate Cases, entry 82; Guardianship Cases, entry 87. Arr. chron. 350 boxes, 5 x 4 x 10; 546 boxes, 4 x 10 x 12. 576 boxes, 1842-1936, stg. rm., 3rd floor; 320 boxes, 1892--, Clk. off.

59. CIVIL CASES, 1842--. In Court Papers, entry 58.

Papers pertaining to civil cases, showing date, number, and nature of cause; names of plaintiff, defendant, attorneys, and witnesses; pleadings; proceedings; issues; orders; writs; returns; judgments; and executions.

Naturalization

60. APPLICATION FOR NATURALIZATION, 1839--. 7 vols. (1-7).

Records of applications of aliens to be admitted to citizenship,

Circuit Court--Civil Proceedings

(61-63)

showing dates of birth and arrival, name and residence of petitioner, place of birth, places of embarking and disembarking, and oath of allegiance. Indexed alph. by names of applicants. Hdw. 250 pp. 18 x 13 x 3. 5 vols., 1839-1905, stg. rm., 3rd floor; 2 vols., 1906--., Clk. vt.

Civil Proceedings

Entry (see also entries 76-77)

61. ENTRY AND ISSUE DOCKET AND FEE BOOK, 1913--. 12 vols. (1-12).

Record of all entries, issues, and fees in court cases, showing civil cases in Entry and Issue Docket and Fee Book, entry 62; criminal cases in Entry and Issue Docket and Fee Book, entry 76. Arr. chron. Hdw. 300 pp. 18 x 13 x 3. Clk. off.

For prior fee records, see entries 90 and 91.

62. ENTRY AND ISSUE DOCKET AND FEE BOOK, Civil, 1913--.

In Entry and Issue Docket and Fee Book, entry 61.

Record of entries of all civil cases, showing dates of entry, and trial; number and title of case; names of plaintiff, defendant, and attorneys; cause; pleadings; issues; and proceedings.

63. ENTRY DOCKET, 1869-1913. 12 vols. (1-10, 1, and 1 vol. not numbered).

Record of all civil cases from entry to final settlement. Contains: Civil cases, entry 64; Criminal Cases, entry 76. Arr. chron. Hdw. 500 pp. 18 x 13 x 3. Assr. off.

For subsequent records, see entry 61.

64. ENTRY DOCKET, Civil, 1869-1913. In Entry Docket, entry 63.

Record of entries of all civil cases, showing date of entry; number and title of cause; names of plaintiff, defendant, and attorneys; and term of court.

Trial (see also entries 78, 96)

65. ORDER BOOK, 1826--. 92 vols. (1-92).

Record of court orders issued. Contains: Civil Order Book, entry 66; Criminal Order Book, entry 78. No index, 1826-1900, hdw.; 1900--, typed. 500 pp. 18 x 13 x 3. 59 vols., 1826-90, stg. rm., 3rd floor; 33 vols., 1890--, Clk. off.

66. ORDER BOOK, Civil, 1826--. In Order Book, entry 65. Record of court orders, showing date issued; names of plaintiff, defendant, and attorneys; kind of writ; case and cause numbers; and record of general and final orders.

Disposition (see also entries 78-80)

67. JUDGMENT DOCKET, 1839--. 16 vols. (2-17). Vol. 1, missing.

Record of all judgments and decrees handed down by court in civil and criminal cases. Contains: Judgment Docket, Civil, entry 68; Judgment Docket, Criminal, entry 79. Indexed alph. by names of plaintiffs and defendants. Hdw. 12 vols., 1839-92, stg. rm., 3rd floor; 4 vols., 1897-1937, Clk. vt.

68. JUDGMENT DOCKET, Civil, 1839--. In Judgment Docket, entry 67.

Record of all judgments in civil cases, showing date; case number; names of plaintiff, defendant, and attorneys; amount of judgment; and receipt of satisfaction from judgment creditor.

69. GENERAL INDEX TO JUDGMENTS, 1862--. 4 vols. (A-D, E-K, L-R, S-Z).

General index to civil and criminal judgment record. Contains: General Index to Judgment, Civil, entry 70; General Index to Judgments, Criminal, entry 80. Indexed alph. by names of judgment debtors and creditors. Hdw. 650 pp. 18 x 13 x 3. Clk. off.

70. GENERAL INDEX TO JUDGMENTS, Civil, 1862--. In General Index to Judgments, entry 69.

General index to judgment records, showing date, names of judgment debtor and creditor, and numbers of volume and page of judgment record.

Executions (see also entries 81, 97, 106-8)

71. EXECUTION DOCKET, 1826--. 12 vols. (1-12).

Record of executions. Contains: Execution Docket, Civil, entry 72; Execution Docket, Criminal, entry 81. Indexed alph. by names of plaintiffs and defendants. Hdw. 318 pp. 18 x 13 x 3. Clk. off.

Circuit Court--Criminal Causes

(72-75)

72. EXECUTION DOCKET, [Civil], 1826--. In Execution Docket, entry 71.

Record of executions of judgments in civil cases, showing date of court order, names of judgment debtor and creditor, case number, judgment amount, costs attached, and return made.

73. LIS PENDENS RECORDS, [Certificates of Sales], 1850--.
3 vols. (1-3).

Record of certificates of sales issued by sheriff, showing names of sheriff, purchaser, and judgment debtor; amount received; fees; cost; and interest. No index. Hdw. 400 pp. 18 x 13 x 3. Clk. off.

Criminal Causes

74. [CRIMINAL CASES], 1842--. In [Court Papers], entry 58.

Papers pertaining to criminal cases, showing date, number, and nature of cause; names of defendant, attorneys, and witnesses; pleadings; motions; issues; orders; writs; return; proceedings; judgments; and executions.

Indictments

75. INDICTMENT RECORD, 1865--. 7 vols. (1-5, and 2 vols. not numbered). 1881-1913, missing.

Record of indictments returned by grand jury, showing dates of filing and recording, names of prosecutor and defendant, nature of charge, and signature of clerk. Indexed alph. by names of defendants. Hdw. 400 pp. 14 x 11 x 2. 5 vols., 1865-80, Assr. off.; 2 vols., 1880--, Clk. off.

Circuit Court--Criminal Proceedings

(76-78)

Criminal Proceedings

Entry (see also entries 61-64)

76. ENTRY AND ISSUE DOCKET AND FEE BOOK, [Criminal],
1913--. In Entry and Issue Docket, and Fee Book,
entry 61.

Record of entries of all criminal cases, showing dates of entry and trial; names of defendant, trial judge, and prosecuting attorney; cause; pleadings; issues; and proceedings.

77. ENTRY DOCKET, [Criminal], 1869-1913. In Entry Docket,
entry 62.

Record of entries of all criminal cases, showing date of entry; number and title of case; names of plaintiff, defendant, attorneys, and sureties; proceedings in court; order of court; and final settlement.

Trial (see also entries 65-66, 96)

78. ORDER BOOK, [Criminal], 1826--. In Order Book, entry
65.

Record of court orders from beginning to conclusion of case, showing date order issued; names of defendant, trial judge, and prosecuting attorney; kind of writ; case number; and record of general and final orders.

Disposition (see also entries 67-70)

79. JUDGMENT DOCKET, Criminal, 1839--.. In Judgment Docket, entry 37.

Record of judgments, showing date, cause number, name and age of defendant, amount of judgment, costs attached, Order Book, and Execution Docket, volume and page numbers, and return made.

80. GENERAL INDEX TO JUDGMENTS, Criminal, 1862--.. In General Index to Judgments, entry 69.

General index to criminal records, showing date, names of judgment creditor and debtor, and numbers of volume and page of judgment record.

Executions (see also entries 71-73, 97, 106-8)

81. EXECUTION DOCKET, Criminal, 1826--.. In Execution Docket, entry 71.

Record of executions of judgments, showing date of writ; names of defendant, trial judge, and officer serving writ; amount of judgment; fees and cost attached; sentence; and return on writ.

Probate Causes
(See also entries 92-101)

All probate causes of Dearborn County are under the exclusive jurisdiction of the Ohio-Dearborn Circuit Court. This court has had this jurisdiction since the court of common pleas was abolished in 1873.

Circuit Court -- Probate Causes

(Next entry 82, page

The probate court of Dearborn County was established under a law of 1829, which placed probate matters in a separate court, consisting of one judge, elected by the voters of the county for a term of seven years. It had original and exclusive jurisdiction in matters relating to probate of wills; granting letters of administration; settlement of decedents' estates; appointment of guardians for minors and persons of unsound mind; and approval of bonds of guardians, administrators, and executors. 1/

In 1852 the legislature abolished the probate court 2/ and created the "Court of Common Pleas of Dearborn County". 3/ The Court of common pleas had original and exclusive jurisdiction of probate causes, except in special cases where concurrent jurisdiction was given to the circuit court or to some other court. 4/

The legislature in 1873 abolished the court of common pleas and transferred its jurisdiction to the circuit court, 5/ and all the records of the court of common pleas were transferred to the circuit court. 6/

The clerk of the circuit court was the clerk of the probate court 7/ and the clerk of the common pleas court. 8/

All records pertaining to probate causes are filed and preserved in the office of the clerk of the circuit court. 9/

1/ Acts 1829, ch. 26, secs. 1-2, 5, 8.

2/ 1 Rev. Stat. 1852, ch. 92, sec. 1. 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 43.

3/ 2 Rev. Stat. 1852, pt. 1, ch. 8, secs. 1, 3, 27.

- 4/ Ibid., secs. 4-5, 7.
 5/ Acts 1873; Burns 4-322; Baldwin 1417.
 6/ Acts 1873, ch. 29, sec. 81.
 7/ Acts 1829, ch. 26, sec. 3.
 8/ 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 25.
 9/ Acts 1829, ch. 26, sec. 3; 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 26. 2 Rev. Stat. 1852; Burns 49-2706, 49-2721; Baldwin 1433, 1441, Acts 1873, ch. 29, sec. 81.

Estate Cases

82. ESTATE CASES, 1842--. In Court Papers, entry 58.

Papers pertaining to estate cases, showing date; names of estate, heirs, and administrator; administrator's account; notice to heirs; claims filed against estate; and proof of publication.

83. WILL RECORD, 1826--. 15 vols. (1-15).

Title varies: Clerk's Record of Wills Probated.

Record of wills which have been settled and closed, showing dates of will, probate, and closure; names of testator, heirs, witnesses, and executor; division of property in accordance with will; and approval of court. Arr. chron. by closing dates.
 Hdw. 400 pp. 16 x 14 x 2 $\frac{1}{2}$. Clk. vt.

84. ADMINISTRATOR'S BOND, OATH, AND LETTERS, 1853--. 5 vols. (1-5).

Record of administrators' bonds and oaths, and letters issued by court, showing date; names of decedent, administrator, and bondsmen; amount and obligations of bond; and letters of administration granted. Indexed alph. by names of administrators. Hdw. 400 pp. 18 x 13 x 3. Clk. off.

Circuit Court--Probate Causes

(85-89)

85. ADMINISTRATOR BOND, 1863--. 18 file boxes.

Record of bonds filed by administrators of estates, showing date; file number; names of deceased, administrator, and bondsmen; and amount, duration, and obligations of bond. Arr. chron. 4 x 10 x 12. 5 boxes, 1863-94, stg. rm.; 13 boxes, 1894--., Clk. off.

86. INVENTORY RECORD, 1870--. 16 vols. (1-16).

Inventory of personal and real property in estate cases, showing date, title of estate, names of executor and administrator, itemized appraised lists of personal property and real estate, and total appraisal. Indexed alph. by titles of estates. Hdw. 400 pp. 18 x 13 x 3. Clk. off.

Guardianship Cases

87. [GUARDIANSHIP CASES], 1842--. In [Court Papers], entry 58.

Papers pertaining to guardianship cases, showing names of guardian and ward, guardian's bond, orders, petitions, and reports.

88. COMPLETE INDEX OF GUARDIANSHIPS, 1826--. 1 vol.

Index to all guardianships, showing date of appropriation, names of guardians and wards, titles of estate, guardian's bond, and volume and page references. Indexed alph. by names of guardians. Hdw. 400 pp. 18 x 13 x 3. Clk. off.

89. RECORD OF GUARDIANSHIP, 1854--. 10 vols. (1-10).

Record of guardianship cases, showing dates of appointment, appearance, and discharge; names of estates, ward, and guardian; date of birth and age of ward; Order Book reference; reports;

Circuit Court--Probate Proceedings

(90-92)

itemized list of expenses of wards; guardianship number; balance in trust funds; itemized fees; court costs; final report; and discharge. Indexed alph. by names of guardians. Hdw. 500 pp. 18 x 13 x 3. Clk. off.

90. GUARDIANS' BONDS, OATHS, AND LETTERS, 1853--. 5 vols. (1-5).

Record of letters, oaths, and bonds of guardians, showing dates of appointment and appearance; names of guardians, sureties, and wards; amount and obligations of bond; title of estate; and tenure of bond. Indexed alph. by names of guardians. Hdw. 600 pp. 18 x 13 x 3. Clk. off.

91. GUARDIANS' INVENTORY RECORD, 1889--. 4 vols. (1-4).

Transcribed inventory records filed by guardians of real and personal property, belonging to wards; showing date, names of guardians, and wards; itemized appraised lists of ward's personal and real property, and title of estate. Indexed alph. by titles of estates. Hdw. 400 pp. 18 x 13 x 3. Str. rm., 3rd floor.

Probate Proceedings
(See also entries 102-4)

92. ORDER BOOK, Probate, 1826--. 30 vols. (1-30).

Record of court orders from beginning to conclusion of case, showing date of writ; names of decedent, executor, administrator, guardian, wards, and legatees; case number; writs issued; and record of general and final orders. Indexed alph. by titles of estates. 1826-1900, hdw.; 1900--, typed. 600 pp. 18 x 13 x 3. 22 vols., 1826-1900, stg. rm., 3rd floor; 17 vols., 1901--, Clk. off.

Miscellaneous Court Records

Fee and Cash Records

93. FEE BOOK, 1826-1916. 43 vols., (1-43).

Record of all fees charged in civil cases, showing names of plaintiff, defendant, ^{and} payer; amount; number of cause; and date received. Indexed alph. by names of payers. Hdw. 600 pp.
18 x 13 x 3. Assr. off.

For subsequent records, see entry 31.

94. FEE BOOK, 1852-1914. 43 vols. (1-43).

Record of all fees charged in civil cases, showing names of plaintiff, defendant, and payer; amount and date received; and number of cause. Indexed alph. by names of payers. Hdw. 500 pp.
18 x 13 x 3. Stg. rm., 3rd floor.

For prior, concurrent, and subsequent records, see entry 61, 90.

Common Pleas Causes

From 1853 to 1873 there existed a separate court, styled the "Court of Common Pleas of Dearborn County." The court was established by an act of 1852, effective in 1853, and consisted of one judge, elected by the voters of the district for a four-year term. 1/

The court had original and exclusive jurisdiction in matters relating to probate of wills and to appointment of guardians for persons of unsound mind, and in matters relating to executors and administrators, except in special cases where concurrent juris-

Circuit Court

(Next entry 95, page 34)

diction was given to the circuit court or some other court; 2/ concurrent jurisdiction with the circuit court in civil matters ranging from fifty to one thousand dollars, except in cases of slander, libel, breach of marriage contract, action on an official bond, and where the title of real estate was in issue; 5/ jurisdiction in civil matters exceeding one thousand dollars relating to judgments confessed by consent of both parties or in an agreed case; 4/ original jurisdiction in criminal cases not amounting to felony; except those over which justices of the peace had exclusive jurisdiction, 5/ and in felony cases not punishable by death providing that the accused voluntarily agreed to trial; and jurisdiction in any criminal case on change of venue from the circuit court. 6/

In 1873, the legislature abolished the court of common pleas and transferred its jurisdiction to the circuit court. 7/

The clerk of the circuit court was the clerk of the court of common pleas 8/ and was required to keep separate records for this court. 9/ When the court of common pleas was abolished, the records were transferred to the circuit court. 10/

All the records are located in the courthouse, and are, with other court records, in the custody of the clerk of the circuit court.

1/ 2 Rev. Stat. 1852, pt. 1, ch. 2, secs. 1, 3, 27, 28.

2/ Ibid., sec. 4.

3/ Ibid., sec. 11.

4/ Ibid., sec. 12.

Circuit Court--Common Pleas Causes

(95-97)

- 5/ Ibid., sec. 14.
- 6/ Ibid., sec. 17.
- 7/ Acts 1873, Burns 4-728; Baldwin 1417.
- 8/ 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 25.
- 9/ Ibid., sec. 26.
- 10/ Acts 1873, ch. 23, sec. 81.

95. COMMON PLEAS PAPERS, 1856-1873. 20 file boxes.

Files of common pleas court papers, affidavits, complaints, and warrants, showing date, nature of complaint, names of plaintiff, and defendant, date set for hearing, and names of witnesses.

Arr. numerically. 4 x 10 x 12. Stg. rm., 3rd floor.

Court Proceedings96. ORDER BOOK, Civil, 1852-1873. 11 vols. (1-11).

Record of all court orders in civil cases, showing date, term of court, number of case, names of plaintiff and defendant, execution, return on judgment, and appointment of land commissioner and guardians. Indexed alph. by names of principals. Hdw. 580 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

97. EXECUTION DOCKET, 1852-75. 2 vols. (1-2).

Records of executions on court judgments, showing date of issue; kind of writ; names of plaintiff, defendant, and judgment debtor; amount of judgment; fees; costs; and execution officer's return. Indexed alph. by names of plaintiffs and defendants. Hdw. 300 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

For other execution records, see entries 72-73, 81, 106-8.

Circuit Court--Common Pleas Causes

(98-100)

Probate Causes (see also entries 82-91)

98. ADMINISTRATORS' BONDS, OATHS, AND LETTERS, 1852-76.

1 vol.

Record of oaths, bonds, and administrators' letters filed with court in estate cases, showing date; title of estate; names of administrator, and bondsmen; amount, period of duration, and obligations of bond; and approval of court. Indexed alph. by titles of estates. Hdw. 400 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

99. EXECUTORS' BONDS, OATHS, AND LETTERS, 1852-95. 1 vol.

Record of oaths, letters filed, and bonds posted to qualify as executors, showing name of deceased; date of death; names of executor and bondsmen; amount, life, and obligations of bond; executor's oath; approval of court; and signature of clerk.

Indexed alph. by names of deceased. Hdw. 400 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

100. GUARDIANS BOND, OATHS, AND LETTERS, 1852-73.

1 vol.

Record of letters filed, oaths given, and bonds posted to qualify as guardians; showing date; names of guardian, wards, and sureties; amount, life, and obligations of bond; approval of court; and signature of clerk. Indexed alph. by names of guardians. Hdw. 390 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

Circuit Court--Common Pleas Causes

(101-103)

101. INVENTORY RECORD, 1822-73. 1 vol.

Record of inventories filed in court in estate cases, showing date, names of deceased and executor or administrator, itemized list of property in estate, appraised and total value of each, amount of indebtedness, and signature of appraiser. Indexed alph. by titles of estates. Hdw. 550 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

Probate Proceedings (see also entry 92)

102. GUARDIAN DOCKET, 1852-73. 2 vols. (1-2).

Record of guardianships, showing date; title of estate; names of guardian, wards, and bondsmen; amount of bond; and record of solvency. Indexed alph. by names of guardians. Hdw. 300 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

103. ORDER BOOK, Probate, 1852-73. 11 vols. (1-11).

Record of court orders, showing date issued; term of court; title of estate; names of administrator, guardian, heirs, plaintiff, and defendant; appraisal of estate for inheritance taxes; approval of expenditures of administrator; and list of fees due. Indexed alph. by names of plaintiffs and defendants. Hdw. 500 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

Circuit Court--Common Pleas Causes

(104-105)

104. JUDGMENT DOCKET, Probate, 1852-76. 4 vols. (1-4).

Record of judgments rendered in estate cases, showing date, title of estate, names of executor and plaintiff, amount in litigation, amount allowed by court, and judgment creditor's receipt of satisfaction. Indexed alph. by names of plaintiffs and estates.

Hdw. 319 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

Fee and Cash Records

105. FEE BOOK, 1873-82. 1 vol.

Record of all fees charged in court cases, showing date, and term of court, names of plaintiff and defendant, and amounts of cost and fees classified. Indexed alph. by names of plaintiffs and defendants. Hdw. 400 pp. 18 x 13 x 3. Stg. rm., 3rd floor.

VI. SHERIFF

The sheriff is a constitutional officer elected for a two-year term. No person is eligible to the office of sheriff for more than four years in any six-year period. The sheriff is required to post bond in the amount of from five thousand to fifteen thousand dollars as fixed by the board of commissioners. 1/

Prior to the Constitution of 1851, the office of sheriff was established at the organization of Dearborn County in 1803, under the authority of an Indiana Territorial Act and later of the Constitution of 1816 and an act of 1824 which directed the Governor to appoint a sheriff in any new county formed, to act as such until such an officer is duly elected and qualified. 2/

The sheriff is a conservator of the peace within Dearborn County. He is required to arrest without process all persons, who within his view commit any crime or misdemeanor, and hold them in custody during investigation of the cause of such arrest; to suppress all breaches of the peace, with authority to call to his aid the power of the county; to pursue and commit to jail all felons; to execute all process directed to him by legal authority; and to maintain and preserve order in the courts of the county except courts of justice of the peace. He also maintains the jail and takes care of the prisoners confined in it. 3/ It is his duty to protect persons in danger of possible lynchings. 4/ He makes arrests of all persons on warrants issued upon indictments and affidavits, and commits them to jail; and also serves

summons in cases of misdemeanor. 5/

The sheriff sells mortgaged property on foreclosure proceedings and property on executions; 6/ executes deeds to real estate sold by him; 7/ conveys persons committed to state charitable, correctional, or penal institutions; 8/ and attends sessions and executes the orders of the county council 9/ and the board of commissioners. 10/

The chief records which the sheriff keeps are a cashbook, a fee book, 11/ and a jail record. 12/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2. 2 Rev. Stat. 1852, Acts 1937; Burns, 1937 suppl., 49-2801; Baldwin, 1937 suppl., 5493.

2/ Const. 1816, art. 4, sec. 25. Rev. Laws 1824, ch. 100, sec. 6.

3/ 2 Rev. Stat. 1852; Burns 49-2802; Baldwin 5494.

4/ Acts 1905; Burns 10-3309, 10-3310; Baldwin 2530, 2531.

5/ Acts 1905, 1937; Burns, 1937 suppl., 9-1001; Baldwin, 1937 suppl., 2134.

6/ Acts 1881 (Spec. Sess.); Burns 2-3601, 3-1819; Baldwin 574, 1014.

7/ Acts 1881 (Spec. Sess.); Burns 2-4101; Baldwin 619. Acts 1931; Burns 3-1806; Baldwin 1008.

8/ Acts 1905; Burns 9-2232, 22-2013; Baldwin 2339, 4206. Acts 1911; Burns 22-1716; Baldwin 4230. Acts 1919; Burns 22-1809; Baldwin 4264. Acts 1927; Burns 22-1213; Baldwin 4305.

9/ Acts 1899; Burns 26-510; Baldwin 5374.

10/ 1 Rev. Stat. 1852; Burns 26-611; Baldwin 5226.

11/ Acts 1895; Burns 49-1401; Baldwin 7576.

12/ Acts 1909; Burns 13-1007; Baldwin 13459.

Executions and Reports
(See also entries 71-73, 81, 97)

106. SHERIFF'S JAIL RECORD, 1907--. 3 vols. (1-3).

Prior to 1907, missing.

Record of prisoners confined in jail, showing name, sex, age,

Sheriff--Executions and Reports

(107-109)

color, residence, nature of offence or crime, sentence, case and order numbers, dates of commitment and discharge, fees, fines, and court costs. No index. Hdw. 500 pp. 18 x 13 x 3. Shf. off.

107. CERTIFICATE OF SALE, 1910--. 1 file box.

Record of certificates of sale ordered by court, showing dates of judgment and certificate, names of judgment debtor and purchaser, location of property, judgment and recovery amounts, and return made. Arr. chron. 10 x 4 x 4. Shf. off.

108. TERMS WARRANTS UNSERVED, Criminal, 1933--. 1 file box.

Bench warrants of circuit court for arrest of persons failing to answer subpoena, showing name of defendant, case number, appearance date, and return of sheriff. Arr. chron. 10 x 4 x 4. Shf. off.

109. AUTO LICENSES SUSPENDED OR REVOKED, 1935--. 1 file box.

Licenses for drivers of automotive vehicles, suspended or revoked, showing name and address of owner, license plate and certificate numbers, kind of vehicle, and date and reason license was revoked or suspended. Arr. alph. by names of license owners. 10 x 4 x 4. Shf. off.

110. CASH BOOK, 1898--. 2 vols. (1-2).

Record of receipts and disbursements, showing date, amount, and source received; date, amount, and purpose of disbursement, and balance. Arr. chron. Hdw. 400 pp. 18 x 13 x 3. Shf. off.

111. FOREIGN FEE BOOK, 1913--. 1 vol. Prior records destroyed by 1937 flood.

Record of fees collected for serving foreign writs, showing name of county; nature of writ; dates received, served, and returned; and amount of fees. Indexed alph. by names of plaintiffs and defendants. Hdw. 572 pp. 18 x 13 x 3. Shf. off.

112. MILEAGE RECORD, 1928--. 1 vol.

Record of miles traveled by sheriff serving writs, showing title of cause, distance traveled, and name of person served. Arr. chron. Hdw. 200 pp. 13 x 9 x 1 $\frac{1}{2}$. Shf. off.

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VII. CORONER

The coroner is a constitutional officer elected for a two-year term, without restriction on reelection. 1/ He is required to post a bond of not more than five thousand nor less than one thousand dollars, as fixed by the board of commissioners. 2/

Prior to the Constitution of 1851, the office of coroner was established at the organization of Dearborn County in 1803, under the authority of an Indiana Territorial Act and later of the Constitution of 1816 and an act of 1824 which directed the Governor to appoint a coroner in any new county formed, to act as such until such an officer is duly elected and qualified. 3/

The coroner is required to investigate deaths by violence, by accident, and of suspicious nature; to inquire into the cause and manner of death; 4/ and to order the arrest of any person whom he may charge with murder. 5/ He holds such inquests without a jury, 6/ and may subpoena witnesses and employ a physician to make a post-mortem examination; 7/ draws up his verdict, 8/ and files it in the office of the clerk of the circuit court, together with a report, giving a minute description of the deceased and valuables found with the body. 9/ He is a peace officer with the same powers as the sheriff, 10/ and acts as sheriff in event of absence, vacancy, personal interest, or incapacity of that officer, 11/ and arrests and commits to jail the sheriff if necessary. 12/

All the records are located in the courthouse.

- 1/ Const., art. 6, sec. 2.
- 2/ 2 Rev. Stat. 1852, Acts 1933; Burns 49-2901; Baldwin 5436.
- 3/ Const. 1816, art. 4, sec. 25. Acts 1824, ch. 100, sec. 6.
- 4/ 2 Rev. Stat. 1852, Acts 1871, 1879 (Spec. Sess.), 1935;
Burns, 1937 suppl., 49-2904; Baldwin, 1935 suppl., 5439.
- 5/ 2 Rev. Stat. 1852; Burns 49-2914; Baldwin 5448.
- 6/ Acts 1879 (Spec. Sess.); Burns 49-2905; Baldwin 5444.
- 7/ 2 Rev. Stat. 1852; Burns 49-2906; Baldwin 5440.
- 8/ 2 Rev. Stat. 1852, Acts 1879 (Spec. Sess.); Burns
49-2908; Baldwin 5442.
- 9/ 2 Rev. Stat. 1852, Acts 1879 (Spec. Sess.); Burns
49-2909; Baldwin 5443.
- 10/ 2 Rev. Stat. 1852, Acts 1933; Burns 49-2901; Baldwin 5436.
- 11/ 2 Rev. Stat. 1852; Burns 49-2902; Baldwin 5437.
- 12/ 2 Rev. Stat. 1852; Burns 49-2903; Baldwin 5438.

113. CORONER'S INQUESTS, 1863--. 9 file boxes.

Record of investigations in cases of violent and unexplained deaths, showing names of deceased and witnesses, dates of death and inquest, and cause of death. Arr. chron. 4 x 10 x 12.
1864-1911, stg. rm., 3rd. floor; 1912--, Clk. off.

VIII. PROSECUTING ATTORNEY

The prosecuting attorney is a constitutional officer, elected in each judicial circuit for a two-year term. 1/ He is required to execute a bond in the amount of five thousand dollars, to be approved by the judge of the circuit court and filed with the clerk. 2/

Prior to the Constitution of 1851, the circuit prosecutor was chosen by joint ballot of the senate and house of representatives by an act of 1831. 3/ The legislature of 1843 provided that the prosecuting attorney be elected by the voters of the circuit. 4/ In 1847 the prosecuting attorney was made a county officer, elected by the voters thereof. 5/ The act of 1847 was repealed in 1851, and the provisions of the act of 1843 were restored. 6/

The prosecuting attorney prosecutes the pleas of the state 7/ in all courts of Dearborn County, including the courts of justice of the peace, as provided by law. 8/ He appears before the grand jury to furnish information relative to matters cognizable by it or upon any legal matter, and signs all indictments found, but is excluded from its deliberations. 9/ He may also prosecute by affidavit persons accused of public offenses except treason and murder. 10/ He conducts all prosecutions for felonies and misdemeanors in Dearborn County, all suits on forfeited recognisances, ^{3/} resists applications for changing names, and superintends on behalf of the county or any of its trust funds, all suits in which the same may be interested or involved. 11/ He defends persons of

unsound mind or incapable of managing their business affairs by reason of old age or other infirmity, and protects their interests; 12/ and resists undefended actions for divorce. 13/

The prosecuting attorney may take acknowledgements to deeds or other instruments in writing, administer oaths, protest notes and checks, take depositions of witnesses, and perform any duty now conferred on a notary public. 14/

All the records are located in the courthouse.

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- 1/ Const., art. 7, sec. 11. 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.
2/ 2 Rev. Stat. 1852; Burns 49-2502; Baldwin 5458.
3/ Rev. Laws 1831, ch. 10, sec. 1.
4/ Acts 1843, ch. 15, sec. 1.
5/ Acts 1847, ch. 12, sec. 1.
6/ Acts 1851, ch. 132, secs. 1-2
7/ 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.
8/ Acts 1933; Burns 49-2695; Baldwin 7550.
9/ Acts 1905; Burns 9-326, 9-901; Baldwin 2122, 2123.
10/ Acts 1905, 1927; Burns 9-908; Baldwin 2131.
11/ 2 Rev. Stat. 1852; Burns 49-2504; Baldwin 5460.
12/ Ibid. 2 Rev. Stat. 1852, Acts 1895, Burns 8-202. Baldwin 3460. Acts 1911, 1919; Burns 8-301; Baldwin 3472.
13/ Acts 1873; Burns 3-1212; Baldwin 916. Acts 1913; Burns 3-1213; Baldwin 917.
14/ Acts 1919; Burns 49-2507; Baldwin 5463.

No records could be found.

IX. ASSESSOR

The assessor is a statutory officer, elected for a four-year term. He must be a continuous resident freeholder of Dearborn County for not less than four years prior to the date of his election, and post a five thousand dollar bond, with two or more good freehold sureties approved by the auditor, who also administers the oath of office. His work is under the direction of the state board of tax commissioners, and he may be removed by that board, after a hearing, for incompetency, neglect of duty, or misconduct in office. 1/

The legislature in 1841 created the county offices of appraiser 2/ and assessor 3/ with similar functions relative to valuation for taxation of real and personal property, respectively. The office of assessor existed in Dearborn County until 1852, when the office was discontinued, 4/ and the duties devolved upon township assessors. The office of appraiser was discontinued in 1872, 5/ and replaced by the office of county assessor, then reestablished. 6/ Three years later the office was abolished 7/ and again established in 1891 in its present form. 8/

The duties of the assessor are to examine carefully tax duplicates and other records in the offices of the auditor, treasurer, recorder, clerk, sheriff, and surveyor, together with the returns of the township assessors, and to discover, list, and assess all omitted property of every kind, entering his valuations in a separate column on the township assessors' records; to list and assess any omitted property which he discovers at any time of the year; to instruct and advise the

Assessor

(Next entry 114, page 100)

township assessors; to report to the state board of tax commissioners any delinquencies of township assessors; 9/ to set a value upon intangibles for taxes; 10/ and to appraise estates for inheritance taxes. 11/ He is ex-officio member and president of the Dearborn County Board of Review. 12/

The assessor is required to return to the auditor all township assessors' books, returns, lists, schedules, and other papers received by him from the auditor, together with such additional books, lists, assessments, and papers as he has made thereto on or before the first Monday after July 4 of each year. 13/

No records could be found.

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- 1/ Acts 1919, 1921; Burns 64-1101; Baldwin 15696.
 - 2/ Acts 1841, ch. 1, sec. 1.
 - 3/ Acts 1841, ch. 3, sec. 1.
 - 4/ 1 Rev. Stat. 1852, ch. 92, sec. 1.
 - 5/ Acts 1872 (Spec. Sess.), ch. 37, sec. 276.
 - 6/ Ibid., sec. 107.
 - 7/ Acts 1875, ch. 97, sec. 9.
 - 8/ Acts 1891, ch. 99, sec. 112.
 - 9/ Acts 1919; Burns 64-1102; Baldwin 15698.
 - 10/ Acts 1933, 1935; Burns, 1937 suppl., 64-905; Baldwin, 1935 suppl., 15903.
 - 11/ Acts 1919, 1921; Burns 64-1101; Baldwin 15696. Acts 1931, 1933; Burns 6-2408; Baldwin 15946.
 - 12/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
 - 13/ Acts 1919; Burns 64-1102; Baldwin 15698.

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X. BOARD OF REVIEW

The board of review of Dearborn County, established under an act of 1891 1/ and subsequent amendments, reviews, assessments and equalizes the valuation of real and personal property. Its members are the assessor, auditor, and treasurer, *ex officio*, and two freeholders of opposite political parties, appointed annually by the judge of the circuit court. The assessor is president and the auditor is secretary. 2/

Prior to 1891, there was a county board of equalization, consisting of the board of commissioners and certain other members-- in 1841, the auditor and the assessor; 3/ in 1852, the auditor and the appraiser or appraisers; 4/ in 1872, the auditor and the assessor; 5/ and in 1881, four freeholders from different parts of the county, appointed by the judge of the circuit court. 6/ In 1891 the board of review was created, consisting of the assessor, auditor, and treasurer; in 1895 two freeholders were added to the board; 7/ and the act of 1919 requires the two freeholders to be of opposite political parties.

The board of review holds an annual meeting beginning on the first Monday of June. A majority constitutes a quorum for the transaction of business and may decide any question. At the meeting the auditor submits for examination the assessment list of the county returned by the township assessors, and the county assessor reports all corrections and changes which in his judgment ought to be made, which the board considers and acts upon, and it may, upon its own motion, add omitted property. 8/

Board of Review

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The board adjusts inequalities in the valuation of particular tracts or lots, 9/ hears complaints of owners of personal property, corrects errors in the description and assessment, and passes upon each valuation in the township assessors' lists. 10/ It assesses the capital stock and franchises of corporations in the county, except those assessed by the state board of tax commissioners, such as railroad, telephone, and telegraph companies. 11/

It is the duty of the board to inquire as to the valuation of various classes of property in the townships or any taxing unit, to make such changes as may be necessary, and to determine the amount to be added or deducted in order to make an equitable equalization of valuation throughout the county. If the board shall find the aggregate assessment too high, too low, or unequal, it may set aside the assessment of the whole county, or of any township or taxing unit therein, and order a new assessment. 12/

The auditor, as secretary, is required to keep full and accurate minutes of the proceedings of the board. The changes made by the board are entered in a separate column in the assessment lists. 13/

All the records are located in the courthouse.

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- 1/ Acts 1891, ch. 99, sec. 114.
 2/ Acts 1919, 1920 (Sp. Sess.); Burns 64-1201; Baldwin
 15700.
 3/ Acts 1841, ch. 1, sec. 18.
 4/ 1 Rev. Stat. 1852, ch. 35, sec. 2.
 5/ Acts 1872 (Sp. Sess.), ch. 37, sec. 150.
 6/ Acts 1881 (Sp. Sess.), ch. 96, sec. 129.
 7/ Acts 1895, ch. 36, sec. 2.
 8/ Acts 1919, 1920 (Sp. Sess.); Burns, 64-1201; Baldwin
 15700.

Board of Review

(114-115)

- 10/Acts 1919, 1920 (Spc.Sess.); Burns 64-1201; Baldwin 15700.
11/Acts 1919; Burns 64-724; Baldwin 15638.
12/Acts 1919; Burns 64-1205; Baldwin 15704.
13/Acts 1919, 1920 (Spc.Sess.); Burns 64-1201; Baldwin 15700..

114. RECORD OF BOARD OF REVIEW, 1910--. 2 vols. (3-4).

Prior to 1910, missing.

Minutes of meetings of board of review, showing date of meeting, names of members present, proceedings of the board, and nature of business. No index. Typed. 400 pp. 16 x 12 x 2. Aud. off.

115. BOARD OF REVIEW, 1879--. 13 file boxes.

Reports prepared by board and presented to the county auditor, showing date of report; records of adjustments, equalizations, and additions to tax assessment lists; description and location of property affected; and recapitulation of yearly corrections to tax lists. Arr.chron. 4 x 5 x 10. Assr. off.

XI. BOARD OF TAX ADJUSTMENT

The board of tax adjustment of Dearborn County consists of seven members, chosen in accordance with an act of 1937, as follows: One member of the county council, chosen by the council; the mayor of the largest city in the county, or any public official of any city in the county appointed by the said mayor of the largest city in the county; one member of the county board of education selected by such board; and four freeholders of the county appointed annually by the judge of the circuit court. No more than four of the seven members may be adherents of the same political party. The board elects its own chairman and vice-chairman, and the auditor acts as clerk, but has no vote in its proceedings. 1/

The board was first created by an act of 1932 2/ and reconstituted by an act of 1933, 3/ with seven members as at present, differing chiefly in qualifications and methods of appointment.

The auditor lays before the board, at its annual meeting beginning the second Monday of September and ending not later than the first day of October, the budgets adopted and the tax levies and rates fixed by the proper authorities of each municipal corporation for the ensuing year. 4/

It is the duty of the board to examine, revise, change, or reduce, but not increase, any budget, tax levy, or rate, holding such budget with the total amount of revenue to be raised therefor. No change can be made in detailed items, but only in the total amounts budgeted for each office. 5/ The total of all tax rates on property within any municipal corporation for all municipal corporations for which

the property therein is taxable, with certain exceptions, must not exceed the total rate as provided by law. 6/ The board has the right to require officials submitting budget estimates and tax levies and rates, to attend its meeting^v or to furnish any necessary information, and it may employ an examiner of the state board of accounts to assist in its duties. 7/

The auditor, as clerk, keeps a complete record of all its proceedings. 8/

No records could be found.

1/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4.

2/ Acts 1932, ch. 10, sec. 4.

3/ Acts 1933, ch. 237, sec. 4.

4/ Acts 1937; Burns, 1937 suppl., 64-310, 64-311; Baldwin, 1937 suppl., 15897-4, 15897-5.

5/ Acts 1937; Burns, 1937 suppl., 64-311; Baldwin, 1937 suppl., 15897-6.

6/ Acts 1937; Burns, 1937 suppl., 64-309; Baldwin, 1937 suppl., 15897-3.

7/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4.

8/ Ibid.

XII. BOARD OF FINANCE

The board of finance of Dearborn County consists of the board of commissioners under the authority of the Depository Act of 1937. The auditor is the secretary, 1/ and the board elects its president. 2/

The board was first created by an act of 1907 3/ and recreated by the Depository Act of 1935. 4/

The board of finance has supervision of all public funds of the county and of the safekeeping and deposit thereof, 5/ and may sue and be sued, in its own name, in any court of competent jurisdiction. 6/ It designates the banks to serve as depositories for county funds. 7/ The board receives monthly statements of county funds on deposit from the banks, 8/ and may, as it sees fit, revoke the commission of any depository at any time. 9/

The board of finance holds an annual meeting on the third Monday in January for its organization, 10/ a biennial meeting on the third Monday in February, in the odd numbered years, for the consideration of proposals of banks as depositories for the ensuing two-year period. 11/

The agents of all boards of finance--county, city, town, school, and township--and of all banks desiring to become depositories, are called together by the president of the county board in a joint meeting biennially, within five days before the date fixed for filing the proposals, for the purpose of making an agreement designating depositories and the amount of deposits in each. The total maximum amount of all public funds controlled by the several boards in the

county is considered as one fund in making deposits in such proportion as the total resources of each depository bear to the total resources of all. The secretary of the county board is the secretary of the joint meeting and records its proceedings in the record of the county board. 12/

The auditor, as secretary of the board of finance, keeps a record of its proceedings. 13/

The records are located in the courthouse.

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- 1/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.
 - 2/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.
 - 3/ Acts 1907, ch. 222, sec. 6.
 - 4/ Acts 1935, ch. 70, sec. 7.
 - 5/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.
 - 6/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.
 - 7/ Acts 1937; Burns, 1937 suppl., 61-635, 61-636; Baldwin, 1937 suppl., 13844-56, 13844-57.
 - 8/ Acts 1937; Burns, 1937 suppl., 61-638; Baldwin, 1937 suppl., 13844-59.
 - 9/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin, 1937 suppl., 13844-57.
 - 10/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.
 - 11/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin, 1937 suppl., 13844-57.
 - 12/ Acts 1937; Burns, 1937 suppl., 61-635; Baldwin, 1937 suppl., 13844-56.
 - 13/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.

116. RECORD OF BOARD OF FINANCE, 1907--. 1 vol.

Minutes of meetings of board of finance, showing date of meeting, names of members present, action taken on depositories of county funds and awards made, rate of interest established, and sureties accepted. Indexed alph. by names of banks. Typed. 400 pp. 16 x 12 x 2¹/₂. Aud. off.

XIII. SCHOOL FUND BOARD

The school fund board of Dearborn County, as created by an act of 1935, consists of the auditor and the clerk of the circuit court ex officio and one member appointed by the judge of the circuit court for a two-year term. No more than two members of the board may be adherents of the same political party. 1/

Originally, loans from the school funds of Dearborn County were made by the school commissioner, elected by the voters, in accordance with an act of 1831. The school commissioner was a financial agent of the county to manage the school funds and the lands belonging thereto. 2/ This office was abolished in 1852 and the duties divided between the auditor and treasurer. 3/ The auditor had the sole authority to make loans until 1935. 4/

The school fund board makes all loans from the common school and the congressional township school funds to owners of real estate, such loans to be secured by mortgage. The board must satisfy itself, after approval of the title by the county attorney, as to the value of real estate offered in the mortgage, the validity of the title, and whether it is encumbered. 5/ Loans may also be made to the county upon proper authorization by the county council, in certain cases, for a period not exceeding five years. 6/

No records could be found.

1/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.

2/ Rev. Laws 1831, ch. 86, sec. 6.

3/ 1 Rev. Stat. 1852, ch. 98, sec. 153.

4/ 1 Rev. Stat. 1852, ch. 98, sec. 34. Acts 1865, ch. 1, sec. 75.

5/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.

6/ Acts 1901; Burns 28-201; Baldwin 6568, 6569.

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XIV. TREASURER

The treasurer is a constitutional officer elected for a two-year term. No person is eligible to the office of treasurer for more than four years in any six-year period. 1/ He is required to execute his official bond in the penalty of not less than the amount of money which may come into his hands at any time during his term. 2/

Prior to the Constitution of 1851, the office of treasurer was established in Dearborn County under an act of 1824. 3/ The treasurer became an elective officer by an act of 1841. 4/

The treasurer receives all moneys coming to Dearborn County and disburses the same on the proper orders issued and attested by the auditor. 5/ He collects all taxes for state, county, school, road, or other purposes, due the county on the tax duplicate, 6/ delivered to him by the auditor, 7/ including city taxes. 8/ He sells by public auction real estate 9/ and personal property 10/ for delinquent taxes. He also collects taxes from corporations in the county, 11/ and the excise tax on shares of stock and deposits of banks 12/ and loan associations; 13/ and sells intangible tax stamps for the state board of tax commissioners. 14/

The treasurer makes quarterly reports to the board of commissioners, showing the true amount of money in the county treasury; 15/ a monthly report to the auditor, showing the total amount of cash payments received during the month and the respective accounts

Treasurer

(Next entry 117, page 108)

credited, 15/ semiannual settlements for taxes with the county auditor in May and December 17/ and in accordance therewith pays to the state treasurer in June and December all money due for state purposes; 18/ and makes such other payments to the state treasurer as authorized during the year. 19/ He makes to the auditor, quarterly and at the expiration of his term of office, a sworn report showing specifically the amount of fees collected, 20/ and deposits quarterly with the auditor all orders redeemed. 21/ The treasurer is ex officio a member of Dearborn County Board of Review. 22/

The treasurer keeps separate cashbooks--for taxes and special assessments and for payments for all other purposes. 23/ He is required to keep his books by separate accounts for separate funds or specific appropriations as well as by one general account. 24/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2.

2/ 1 Rev. Stat. 1852, Acts 1865, 1919; Burns 49-3101; Baldwin 5548.

3/ Rev. Laws 1824, ch. 23, sec. 1.

4/ Acts 1841, ch. 4, sec. 1.

5/ 1 Rev. Stat. 1852; Burns 49-3103, 49-3111; Baldwin 5550, 5558.

6/ Acts 1919; Burns 64-1502; Baldwin 15748.

7/ Acts 1919; Burns 64-1408; Baldwin 15745.

8/ Acts 1933; Burns 48-1219; Baldwin 11400.

9/ Acts 1919; Burns 64-1516; Baldwin 15770.

10/ Acts 1919; Burns 64-1705; Baldwin 15782.

11/ Acts 1919; Burns 64-1801; Baldwin 15783.

12/ Acts 1933; Burns 64-804; Baldwin 15585.

13/ Acts 1933; Burns 64-827; Baldwin 15608.

14/ Acts 1933; Burns 64-927; Baldwin 15925.

15/ Acts 1895, 1913; Burns 49-1403; Baldwin 7578.

16/ Acts 1919; Burns 64-2101; Baldwin 15802.

17/ Acts 1919; Burns 64-2501; Baldwin 15850.

Treasurer--Tax Collection

(117-119)

- 18/ Acts 1919; Burns 64-2503, 64-2504; Baldwin 15852, 15853.
 19/ Acts 1859, 1861; Burns 49-1813; Baldwin 15059. Acts 1937; Burns, 1937 suppl., 61-626; Baldwin, 1937 suppl., 13844-47.
 20/ Acts 1895, 1903, 1913; Burns 49-1402; Baldwin 7577.
 21/ 1 Rev. Stat. 1852; Burns 49-3114; Baldwin 5516.
 22/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
 23/ Acts 1919; Burns 64-2401; Baldwin 15802.
 24/ 1 Rev. Stat. 1852; Burns 49-3109; Baldwin 5554.

Tax Collections

Personal and Real Property

117. INSOLVENT TAX RECORD, 1906--. 2 vols. (1-2). Prior to 1906, destroyed by 1937 flood.

Record of insolvent taxes, showing name of tax payer, location and description of property, amount of taxes due, and dropped, and reason for nonpayment. Indexed alph. by names of taxpayers. Hdw. 650 pp. 18 x 13 x 3. 1 vol., 1906-22, Tr. rpt.; 1 vol., 1922, Tr. off.

118. REGISTER OF TAX COLLECTED, 1925--. 5 vols. Prior to 1925, destroyed by 1937 flood.

Record of cash received from tax collections, showing date of payment, receipt number, location and description of property, name of property owner, and amount paid. Arr. chron. Hdw. 400 pp. 18 x 13 x 3. Tr. off.

119. TAX RECEIPTS, 1905--. 750 vols. Prior to 1905, if any, destroyed by 1937 flood.

Duplicates of tax receipts, showing duplicate number, name of

Treasurer--Receipts and Disbursements

(120-123)

taxpayer, description and location of property, and amount paid.

Arr. by duplicate nos. Hdw. 300 pp. 13 x 10 x 2. Tr. vt.

Receipts and Disbursements

120. TREASURER'S DAILY BALANCE BOOK, 1839--. 29 vols.

(1-26, 1-3). Title varies: 1839-1913, Treasurer's
Cash Book.

Record of cash received and disbursed, showing date, amount, and source of receipts; date, amount, and purpose of disbursements; and daily balance on hand in depositories. Arr. chron. Hdw. 525 pp. 17 x 13 x 3. Tr. vt.

121. MONTHLY BALANCE BOOK, 1911--. 3 vols. Prior to 1911,
destroyed by flood of 1937.

Register of monthly balance of each county fund, showing amount on hand, receipts and disbursements for month, names of fund and account debited or credited, and balance for each fund. Arr. chron. Hdw. 150 pp. 18 x 16 x $1\frac{1}{2}$. Tr. off.

122. REGISTER OF WARRANTS AND DEPOSITORY BALANCES, 1935--.

1 vol. Prior to 1935, missing.

Register of disbursements and depository balances, showing date, number and amount of warrant, name of payee, purpose of expenditure, and balance in bank. Arr. chron. Hdw. 550 pp. 18 x 13 x 3. Tr. off.

123. REGISTER OF WARRANTS REDEEMED, 1911--. 3 vols.

Prior to 1911, destroyed by 1937 flood.

Record of warrants redeemed by treasurer, showing date, number

Treasurer--Receipts and Disbursements (Next entry 124, page 113)

and amount of warrants, name of payee, purpose of warrant, account or appropriation charged, and balance. Arr. chron. Hdw. 550 pp.

18 x 13 x 3. Tr. vt.

(Next entry 124, page 113)

XV. AUDITOR

The auditor is a constitutional officer, elected for a four-year term. No person is eligible to the office of auditor for more than eight years in any twelve-year period. 1/ He is required to post bond in the amount of ten thousand dollars approved by and filed with the county commissioners. 2/

Prior to the Constitution of 1851, this office was established by the legislature in 1841. 3/

The auditor is the financial agent of the county and the routine administration of county affairs centers in his office through which all financial transactions are conducted.

The principal functions of the auditor are fourfold: As a county "controller", he keeps the accounts of the county and issues warrants for all claims allowed by the commissioners, by court order, 4/ or otherwise as statutes provide. 5/ Ex officio he is clerk to the board of commissioners, 6/ the county council, 7/ and the board of tax adjustment, 8/ and secretary of the board of finance. 9/ He is also a member and the secretary of the board of review, 10/ and a member of the school fund board. 11/ As a tax officer, he prepares the official tax duplicates, 12/ certifies to the treasurer the amount of taxes due from banks; 13/ and, if the board of tax adjustment fails to complete its duties on time or to reduce the rate to the legal maximum, fixes the tax rate within any municipal corporation in the county. 14/ As a budget officer he compiles estimates made to him by each county

Auditor

(Next entry 124, page 113)

agency; keeps them on file for one month, subject to inspection by any taxpayer; and submits them with his recommendations to the county council at its annual meeting. 15/

Other duties are: Managing the common school and the congressional township school funds, with the exception of making loans; 16/ preparing the ditch duplicate, covering assessments for construction or repair of ditches and drains; 17/ issuing licenses to peddlers, shows, and theaters, 18/ and permits for public warehouses; 19/ acknowledging deeds and mortgages executed for the security of trust fund loans; 20/ and approving bonds of township trustees. 21/

The auditor keeps a record of all the financial transactions of his office in cashbooks, 22/ warrant books, 23/ and fee books, 24/ and in such separate books as prescribed by statute. He is required to keep separate accounts for each specific item of appropriation by the county council 25/ and an account current, with the treasurer, of county funds. 26/ He also keeps a transfer book, arranged by townships, cities, and towns, of all land conveyances in the county, 27/ He keeps the records of all the boards of which he is clerk or secretary and must preserve the documents, books, papers, and maps deposited in his office. 28/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2.

2/ Acts 1882; Burns 49-3003; Baldwin 5417.

3/ Acts 1841, ch. 2, sec. 1.

4/ Acts 1897; Burns 26-809; Baldwin 5257.

5/ 1 Rev. Stat. 1852; Burns 49-3005; Baldwin 5419.

6/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5418.

7/ Acts 1899; Burns 28-509; Baldwin 5373.

8/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4.

9/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.

Auditor--Audits and Reports

(124-125)

- 10/ Acts 1919, 1920 (Spec.Sess.); Burns 64-1201; Baldwin 15700.
- 11/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin 1935 suppl., 6558.
- 12/ Acts 1919; Burns 64-1403; Baldwin 15740.
- 13/ Acts 1933; Burns 64-310; Baldwin 15591.
- 14/ Acts 1937; Burns, 1937 suppl., 64-314; Baldwin, 1937 suppl., 15897-8.
- 15/ Acts 1899; Burns 26-520; Baldwin 5334.
- 16/ Acts 1865; Burns 28-105; Baldwin 6511. Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.
- 17/ Acts 1933; Burns 27-134; Baldwin 5770.
- 18/ 1 Rev. Stat. 1852; Burns 42-204; Baldwin 10447.
- 19/ Acts 1875, 1879 (Spec.Sess.); Burns 67-201; Baldwin 16206.
- 20/ 1 Rev. Stat. 1852; Burns 49-3011; Baldwin 5425.
- 21/ Acts 1915; Burns 65-103; Baldwin 16061.
- 22/ Acts 1895; Burns 49-1401; Baldwin 7576.
- 23/ 1 Rev. Stat. 1852; Burns 49-3005; Baldwin 5419.
- 24/ Acts 1895; Burns 49-1306; Baldwin 7559.
- 25/ Acts 1899; Burns 26-523; Baldwin 5337.
- 26/ 1 Rev. Stat. 1852; Burns 49-3010; Baldwin 5423.
- 27/ Acts 1919; Burns 64-1409; Baldwin 15746.
- 28/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5418.

Audits and Reports

124. COMMISSIONERS' REPORTS, 1842--. 150 file boxes.

Commissioners' reports to auditor, showing names of funds and appropriation, amount appropriated, date filed, and general report of all business transacted. Arr. chron. 4 x 5 x 12. Assr. off.

125. RECORD OF TOWNSHIP SETTLEMENTS, 1884--. 5 vols. (1-5).

Township reports to auditor, showing date of report, name of township, amount and kind of taxes collected, and balance due. Arr. chron. Hdw. 400 pp. 18 x 12 x 2. Aud. off.

Auditor--Audits and Reports

(126-129)

126. TRUSTEE'S REPORTS, 1842-37. 200 file boxes.

Reports of township trustees on county, special, and common school voucher records, showing voucher number; name of township; dates filed, accepted, and approved, purpose, and signatures of auditor and commissioners. No index. 4 x 5 x 10. Clk. vt.

127. SHERIFF'S RETURNS, 1912--. 100 bds. Prior to 1912, if any, destroyed by 1937 flood.

Sheriff returns, showing names of persons under arrest and witnesses, cause of arrest, fees, and signatures of clerk and sheriff. No index. 9 x 10 x 12. Stg. rm., 3rd floor.

128. SCHOOL BOARD REPORT, 1917--. 5 file boxes. Prior to 1917, destroyed by flood.

Report of school board to auditor, showing itemized list, amount, and purpose of disbursements; amount of appropriation; and balance. Arr. chron. 4 x 5 x 10. Aud. off.

129. BOARD OF CHARITIES, 1879-1917. 100 file boxes.

Record of aid given by board of public charities, showing date filed, name and address of recipient, amount, order and check numbers, ^{and} signatures of auditor and township trustee. No index. 5 x 4 x 10. Aud. off.

Auditor--Receipts and Disbursements

(130-133)

Receipts and Disbursements

130. MONTHLY FINANCIAL STATEMENT, 1911--. 3 vols. (1-3).

Prior to 1911, missing. Title varies: Monthly Balance Record.

Monthly statement of receipts and disbursements, showing amount on hand, date and source of receipts, purpose of disbursements, name of account credited or debited, and balance. No index.

Hdw. 200 pp. 22 x 18 x 1½. Aud. off.

131. MONTHLY FINANCIAL REPORT, 1911--. 4 vols. (1-3, and 1 vol. not numbered). Title varies: Record of Receipts.

Record of cash received by auditor, showing date, source, and amount of receipts; amount disbursed; and balance. No index.

Hdw. 150 pp. 24 x 18 x 1½. Aud. off.

132. AUDITOR'S CASH BOOK, 1895--. 4 vols. (1-4).

Itemized record of fees collected, showing date received, amount, source, and total. No index. Hdw. 200 pp. 18 x 13 x 2. Aud. off.

133. REGISTER OF RECEIPTS, 1891--. 4 vols.

Record of cash received by auditor, showing date, source, amount received, account credited, fund charged, and total amounts.

No index. Hdw. 250 pp. 18 x 11 x 3. Aud. off.

134. RECORD OF APPROPRIATIONS AND DISBURSEMENTS, 1860--.

9 vols, (1-3, 1-4, 6, ^{and} 1 vol. not numbered). Title

varies: 1860-96, Journal.

Auditor--Receipts and Disbursements

(135-138)

Record of appropriations and disbursements of county funds, showing date and amount of appropriations for each fund, amount disbursed, warrant number, name of payee, purpose of expenditure, and balance. Arr. chron. Hdw. 300 pp. 18 x 13 x 1½. 5 vols., 1860-1912, Assr. off.; 4 vols., 1912--., Aud. off.

135. REGISTER OF RECEIPTS AND DISBURSEMENTS, 1891-- .
6 vols. (2, and 5 vols. not numbered).

Record of receipts and disbursements, showing date, amount, and source of receipts; date, warrant number, amount, and purpose of disbursements; and balance. Arr. by departments. Hdw. 700 pp. 18 x 13 x 3. Aud. off.

136. TOWNSHIP POOR RELIEF REGISTER, 1926--. 4 vols.

Report of trustees on distribution of poor relief fund, showing names of township and recipient, warrant number, amount, and purpose. Arr. by twps. Hdw. 150 pp. 12 x 10 x 1½. Aud. off.

137. AUDITOR'S REGISTER OF POOR FUND CLAIMS, 1935--. 1 vol.

Record of poor fund claims, showing amount of claim, name of vendor, and dates of filing and payment. Indexed alph. by names claimants. Hdw. 150 pp. 20 x 12 x 1½. Aud. off.

For prior records, see entry 6.

138. REGISTER OF ROAD RECEIPTS, 1904-10. 1 vol. (2).

Record of money received for repair and construction of roads, showing date and amount received, name and location of road, nature of work, kind of material, and cost of labor. ^No index. Hdw. 400 pp. 20 x 14 x 1½. Assr. off.

Auditor--Taxes

(139-142)

139. REGISTER OF WARRANTS ISSUED, 1911--. 6 vols. (1-3, and 3 vols. not numbered).

Record of warrants issued to liquidate county indebtedness, showing warrant number, dates issued and redeemed, amount, purpose, and name of payee. Arr. by warrant nos. Hdw. 500 pp. 18 x 13 x 3. Aud. off.

Taxes

Appraisements

140. TRANSFER BOOK, 1834--. 48 vols.

Record of transfer of property, showing date transferred; location, legal description, and valuation of property; names of grantee and grantor; kind of conveyance; and tax record. Arr. by twps. Hdw. 425 pp. 16 x 14 x 2 $\frac{1}{2}$. Comr. off.

Returns

141. EXEMPTIONS, 1935--. 6 file boxes.

Affidavits of mortgage indebtedness, showing names of mortgagor and mortgagee, description and location of property, date filed, and amount involved. Arr. chron. 4 x 10 x 12. Aud. off.

Lists

142. ASSESSOR'S BOOK, 1891--. 1260 vols.

Record of assessments of released personal property, showing date assessed; names of county, township, city, town, and

Auditor --Taxes

(143-145)

of owners of property; section and range numbers; in-lots and out-lots; location and description of property; description of personals; true cash value; assessed value; and total assessments for county. Arr. by twps. Hdw. 40 pp. 17 x 14 x 3/8. Assr. off.

143. ASSESSMENTS, 1907--. 812 vols.

Record of assessment of personal property, showing date of assessment, name of owner, and location, description, and valuation of property. Indexed alph. by names of taxpayers. Hdw. 400 pp. 14 x 9 x 2. Assr. off.

144. DOMESTIC CORPORATIONS, 1935--. 2 file boxes.

Assessment lists of corporations, showing date of report, names of corporation and officers, amount of capital stock paid, location of business, value of intangible property, total indebtedness, and amount of assessments. Arr. chron. 4 x 10 x 12. Aud. off.

Delinquents and Erroneous

145. RECORD OF DELINQUENT LANDS AND LOTS, 1844--. 4 vols.

(2-5). Vols. Prior to 1844, missing.

Record of delinquent taxes, showing date, name of owner, legal description and location of property, amount of delinquent tax, and installment period. No index. Hdw. 600 pp. 18 x 13 x 3. Aud. off.

Auditor__School Funds

(146-148)

146. REGISTER OF TAX SALES, 1852--. 2 vols. (1-2).

Record of property sold for nonpayment of taxes, showing dates of sale and redemption; names of taxpayer, and purchaser; description, location, and valuation of property; amount of delinquent taxes; and sale price. No index. H&w. 600 pp. 18 x 11 x 3. Aud. off.

School Funds

147. RECORD OF SCHOOL FUND CERTIFICATE, 1893-1904. 1 vol.

Record of sale of real estate to satisfy school fund mortgage foreclosures, showing names of owner and purchaser; legal description, location, and valuation of property; sale price; and terms of sale. Indexed alph. by names of purchasers. H&w. 225 pp. 15 x 12 x 2. Aud. off.

For prior records, see entry 114.

148. RECORD OF SCHOOL FUND MORTGAGES, 1852--. 4 vols. (1-2,1-2).

Record of school fund mortgages, showing date of mortgage, names of mortgagor and mortgagee, description and location of land, and amount and terms of mortgage. Indexed alph. by names of mortgagors. H&w. 600 pp. 18 x 11 x 3. 2 vols., 1852-97, Recr. off.; 2 vols., 1893--, Aud. off.

Auditor --School Funds

(149-152)

149. SCHOOL FUND LOAN BOOK, 1899--. 1 vol.

Record of loans made from school funds, showing date of loan, name of borrower, amount of loan, location and description of property, terms, and interest payments. Indexed alph. by names of borrowers. Hdw. 290 pp. 16 x 12 x 2. Aud. off.

150. DISTRIBUTION OF SCHOOL FUND, 1865--. 5 vols. Title varies:

Lodger.

Record of distribution and balance of congressional township school funds, showing date of report, amount on hand, amount and purpose of disbursements, and names of accounts debited and credited.

No index. Hdw. 350 pp. 14 x 11 x 2. Assr. off.

151. RECORD OF CONDITION AND DISTRIBUTION OF SCHOOL FUND,

1911--. 1 vol.

Record of receipts and disbursements of permanent endowment fund, showing amount received, source and date of receipt, semiannual distribution of fund, and balance on hand. Indexed by names of funds. Hdw. 200 pp. 17 x 18 x 2. Aud. off.

152. INVENTORY OF LOANS, TRUST FUND, 1893--. 1 vol.

Inventory of school funds held in trust and loaned by county, showing date of loan, names of borrower, description of property, and amount and terms of loan. No index. Hdw. 225 pp. 16 x 16 x 1½. Aud. off.

Official Bonds
(See also entries 16-19)

153. BOND RECORD, 1920--. 1 vol. Prior to 1920, missing. Record of bonds posted by county officials, showing names of official and sureties, dates of issuance and expiration, and amount and condition of bond. Indexed alph. by names of officials. Hdw. 300 pp. 18 x 13 x 2. Aud. off.

154. RECORD OF COUNTY SUPERINTENDENT'S BONDS, 1907--. 1 vol. Record of bonds posted by county superintendent of schools, showing names of superintendent and sureties, term of office, dates of recording and expiring, and amount and terms of bond. Indexed alph. by names of superintendents. Typed. 500 pp. 18 x 13 x 3. Aud. off.

155. ASSESSOR'S BOND RECORD, 1890--. 2 vols. Record of bonds posted by assessor, showing names of assessor and sureties, dates of recording and expiring, and amount and conditions of bonds. Indexed alph. by names of assessors. Hdw. 450 pp. 16 x 12 x 3. Aud. off.

156. TRUSTEE'S BOND RECORD, 1903--. 2 vols. (1-2). Record of bonds posted by trustees, showing names of trustee and sureties, dates of recording and expiring, and amount and condition of bond. Indexed alph. by names of trustees. Hdw. 600 pp. 18 x 13 x 3. Aud. off.

(Next entry 157, page 123)

XVI. REGISTRATION OFFICER

The registration officer of Dearborn County is the clerk of the circuit court, ex officio, by authority of an act of 1933. 1/

The Constitution of 1851 prescribed the qualifications of voters 2/ and an amendment of 1881 enjoined the general assembly to provide for the registration of all persons entitled to vote. 3/ Various laws for registration have been enacted: An act of 1867, establishing a township board of registry 4/ was repealed in 1869; 5/ acts of 1889 6/ and 1891, 7/ providing for registration in the office of the clerk of the circuit court, were declared unconstitutional in 1890 8/ and 1896, 9/ respectively; an act of 1911, providing for a precinct registration board, 10/ was repealed in 1917; 11/ an act of 1917, creating a board of registration commissioners, generally called the registration board, consisting of the clerk of the circuit court and two qualified electors appointed by him, one from each of the major political parties, 12/ was abolished in 1919 13/ and succeeded by precinct boards established by an act of that year; 14/ an act of 1925 created a registration board, consisting of the auditor and a person of opposite political faith, appointed by him. 15/ In 1927 all preceding acts from 1919 were repealed. 16/ The present system was established by the act of 1933, amended in 1935. 17/

The registration officer has full charge and control of the registration of the voters and provides all the necessary books

Registration Officer

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and supplies for the registering of voters. 18/

Records compiled under the early laws outlined above are in the custody of the officer charged with their care, either the auditor or the clerk. Current records are in the office of the clerk of the circuit court as ex officio registration officer. 19/

- 1/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.
- 2/ Const., art. 2, sec. 2.
- 3/ Const., art. 2, sec. 14.
- 4/ Acts 1867, ch. 51, sec. 2.
- 5/ Acts 1869 (Spec. Sess.), ch. 31, sec. 1.
- 6/ Acts 1889, ch. 87, sec. 13.
- 7/ Acts 1891, ch. 144, sec. 1.
- 8/ 125 Ind. 281.
- 9/ 144 Ind. 423.
- 10/ Acts 1911, ch. 150, sec. 3.
- 11/ Acts 1917, c. 139, sec. 47.
- 12/ Ibid., sec. 4.
- 13/ Acts 1919, ch. 150, sec. 1.
- 14/ Ibid., ch. 126, sec. 4.
- 15/ Acts 1925, ch. 138, sec. 1.
- 16/ Acts 1927, ch. 195, sec. 1.
- 17/ Acts 1933, 1935; Burns. 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.
- 18/ Acts 1933; Burns 29-309; Baldwin 7307.
- 19/ Acts 1: 33; Burns 29-315, 29-316; Baldwin 7313, 7314.

No records could be found.

XVII. BOARD OF PRIMARY ELECTION COMMISSIONERS

The board of primary election commissioners of Dearborn County was established by an act of 1915. The board consists of the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairmen of the county committees of the parties. The primary election commissioners serve as election commissioners at the election for which nominations in the primary are made. 1/

The board prepares and distributes the primary ballots and supervises primary elections for the nomination of candidates for judicial, legislative, county, township, and city offices, and for the election of party officers and delegates. 2/

Record of primary election matters are filed in the office of the clerk of the circuit court (a member of the board of primary election commissioners) for preservation as provided by statute. 3/

1/ Acts 1915, 1917; Burns 29-504; Baldwin 7187.

2/ Acts 1915; Burns 29-501; Baldwin 7187. Acts 1915, 1917; Burns 29-504; Baldwin 7190. Acts 1915, 1937; Burns, 1937 suppl., 29-515; Baldwin, 1937 suppl., 7201. Acts 1933; Burns 29-1807; Baldwin 11639.

3/ Acts 1889; Burns 29-1009; Baldwin 7113. Acts 1911, 1913, 1915; Burns 29-2508; Baldwin 7445. Acts 1911; Burns 29-2510; Baldwin 7447.

No records could be found.

(Next entry 157, page 123)

XVIII. BOARD OF CANVASSERS

The board of canvassers of Dearborn County, consisting of the election commissioners, was established by an act of 1905.^{1/} The members are the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairmen of the county committees of the parties. ^{2/} The board elects its own chairman and its clerk is the clerk of the circuit court.

Prior to 1905, the board of canvassers, as first established under the authority of the revised statutes of 1852, consisted of all the precinct inspectors of election of the county. ^{4/}

The members of the board are required to assemble at six o'clock, p.m., on the day of each election to canvass and estimate the certificates, poll lists, and tally papers returned by the election inspectors; ^{5/} to tabulate therefrom the votes of the county; ^{6/} and to declare in a certified statement the candidates elected in the county. ^{7/}

Such certificates, together with a statement of all votes tabulated, canvass sheets, poll books, and tally papers, are delivered to the clerk of the circuit court and filed and preserved by him in his office, open to the inspection of any legal voter. ^{8/}

^{1/} Acts 1905, 1927; Burns 29-1401; Baldwin 7377.

^{2/} Acts 1889; Burns 29-1002; Baldwin 7109.

^{3/} Acts 1905; Burns 29-1402; Baldwin 7378.

^{4/} 1 Rev. Stat. 1852, ch. 31, sec. 32.

^{5/} Acts 1905, 1927; Burns 29-1401; Baldwin 7377.

^{6/} Acts 1905; Burns 29-1404; Baldwin 7380.

^{7/} Acts 1905; Burns 29-1405; Baldwin 7381.

^{8/} Acts 1905; Burns 29-1404; Baldwin 7380.

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XIX. BOARD OF ELECTION COMMISSIONERS

The board of election commissioners of Dearborn County was established by an act of 1889. The board consists of the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairmen of the county committees of the parties. 1/ The primary election commissioners, since 1915, serve as the election commissioners at general elections. 2/ The board of election commissioners, since 1905, constitutes the board of canvassers. 3/

The board supervises general elections and prints and distributes ballots for election of county officers. The ballots are prepared in accordance with petitions for placing candidates' names on the ballot and with certificates of nomination by convention or primary election, as filed with the clerk of the circuit court. 4/

Records of all general elections are filed in the office of the clerk of the circuit court (a member of the board of election commissioners) for preservation as provided by statute. 5/

1/ Acts 1889; Burns 29-1002; Baldwin 7109.

2/ Acts 1915, 1917; Burns 29-504; Baldwin 7197.

3/ Acts 1905; Burns 29-1401; Baldwin 7377.

4/ Acts 1889; Burns 29-1002; Baldwin 7109. Acts 1899, 1933; Burns 29-1003; Baldwin 7110.

5/ Acts 1889; Burns 29-1009; Baldwin 7112. Acts 1911, 1913, 1915; Burns 29-2508; Baldwin 7445. Acts 1911; Burns 29-2510; Baldwin 7447.

No records could be found.

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XX. BOARD OF EDUCATION

The board of education of Dearborn County, under the authority of an act of 1877, consists of the county superintendent of schools, the township trustees, and the chairman of school trustees of each city and town of the county. The majority of the members constitutes a quorum, and the superintendent of schools presides at its meetings and has a vote on all questions. 1/

The board was first established by an act of 1873 with the same membership except that all school trustees of each town and township of the county were members. 2/

The board meets semiannually on the first day of May and September to consider the general needs of the schools and to provide for the maintenance of school property and purchase of furniture, books, maps, charts, and other supplies. 3/ It may purchase textbooks from publishers and sell them to pupils at cost 4/ or rent them to pupils at not to exceed twenty-five per cent of the retail price. 5/

All the records are located in the office of the superintendent of schools, in the courthouse.

1/ Acts 1873, 1877; Burns 28-301; Baldwin 5983.

2/ Acts 1873, ch. 25, sec. 8.

3/ Acts 1873, 1877; Burns 28-301; Baldwin 5983.

4/ Acts 1921; Burns 28-514; Baldwin 6692.

5/ Acts 1935; Burns, 1937 suppl., 28-638; Baldwin, 1935 suppl., 6692-1.

Board of Education

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157. BOARD OF EDUCATION RECORD, 1885--. 1 vol.

Protocol of meetings of board of education, showing date, reading of roll call, notation of absentees, business matters discussed, decision of board, and adjournment. Arr. chron. Hdw. 300 pp. 16 x 14 x 2. Supt. off.

XXI. SUPERINTENDENT OF SCHOOLS

The superintendent of schools of Dearborn County is elected by the township trustees for a four-year term, under the authority of an act of 1899 and later amendments, which increased his powers as originally defined in an act of 1873. 1/ No person is eligible to the office of superintendent of schools who has not had five years' successful experience as a teacher and who does not hold a first or second grade superintendent's license. 2/ The superintendent must execute a bond of five thousand dollars, approved by the auditor. 3/

Prior to 1899, the board of commissioners, by an act of 1853, appointed one to three school examiners for the county; 4/ by an act of 1861, one school examiner. 5/ The title of school examiner was changed to superintendent of schools and the power of appointment was transferred to the township trustees, by an act of 1873. 6/

The superintendent exercises general supervision of the schools outside of incorporated cities and towns of Dearborn County. 7/ His duties are to visit the schools in session for the purpose of increasing their usefulness and raising their standards as uniformly as practicable; 8/ to conduct county teachers' institutes 9/ and conduct and preside over township institutes; 10/ to report as to teachers' preparation, experience, and license before they are employed; 11/ to compile the enumeration of pupils of the county 12/ and from such returns make out the apportionment of the school revenues; 13/ and to carry out the orders of the state board of

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education and the state superintendent of public instruction. 14/

He is ex-officio member of the county board of education and presides at its meetings. 15/

The superintendent keeps a record of minutes of his proceedings 16/ and a complete record of licenses held by all regular school teachers, date of employment, and their success grades. 17/

All the records are located in the office of the superintendent of schools, in the courthouse.

1/ Acts 1873, ch. 25, secs. 3-4, 6-8. Acts 1899, 1911, 1913; Burns 28-702; Baldwin 5931.

2/ Acts 1935; Burns, 1937 suppl., 28-701; Baldwin, 1935 suppl., 5933-1.

3/ Acts 1899, 1911, 1913; Burns 28-702; Baldwin 5931.

4/ Acts 1853, ch. 106, sec. 6.

5/ Acts 1861, ch. 41, sec. 32.

6/ Acts 1873, ch. 25, sec. 2.

7/ Acts 1873; Burns 28-1401; Baldwin 5973. Acts 1899; Burns 28-705; Baldwin 5940.

8/ Acts 1899; Burns 28-704; Baldwin 5938.

9/ Acts 1907, 1929, 1933; Burns 28-4402; Baldwin 6725.

10/ Acts 1899; Burns 28-706; Baldwin 5942.

11/ Acts 1937, 1933; Burns 28-4309; Baldwin 6005.

12/ Acts 1865, 1873, 1895; Burns 28-702; Baldwin 5948.

13/ Acts 1865; Burns 28-715; Baldwin 5949.

14/ Acts 1899; Burns 28-704; Baldwin 5938.

15/ Acts 1873, 1877; Burns 28-801; Baldwin 5983.

16/ Acts 1915; Baldwin 5945.

17/ Acts 1923; Burns 28-4217; Baldwin 5928.

Activities and Reports

158. COMMISSIONERS' REPORT OF SCHOOL FUNDS AND CONDITIONS,

1920--. 1 file box.

Record of congressional and elementary township school funds, showing amounts held in trust, and received, and total amount. Arr. chron. 16 x 12 x 10.

Superintendent of Schools --Activities and Reports (159-163)

159. SCHOOL REVENUE, DISTRIBUTION OF, 1920--. 1 file box.
Auditor's report to superintendent of schools, showing distribution of school revenues and allotment to townships and towns, classified under titles of levies, and total amount. Arr. chron. 16 x 12 x 10.

Enumerations

160. ENUMERATION FIELD SHEETS, 1920--. 2 file boxes.
Enumeration field sheets of children of school age, showing name and age of child, name and residence of parents, and date of enumeration. Indexed alph. by names of children. 16 x 12 x 10.

Teachers

161. RECORD OF COMMON SCHOOL TEACHERS' EXAMINATIONS, 1898-1927.
3 vols.

Record of results of grade teachers' examinations, showing date of examination, name, address, age, and grade of examination of teacher; and expiration date of license. Arr. chron. Hdw. 150 pp. 14 x 8 x 1 $\frac{1}{4}$.

162. REGISTER OF TEACHERS' LICENSES, 1920--. 1 vol.
Record of licenses granted to teachers, showing date, name and address of teacher, subjects examined and passed in, serial number, date of issue, and time of expiration of license. Indexed alph. by names of teachers. Hdw. 200 pp. 9 x 8 x 1.

163. STANDARD INDIANA TEACHERS' REPORT, 1932--. 1 file box.
Record of teachers' training and qualification certificate, showing

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name and address of teacher, serial number, grade and kind of teaching certificate held, name of institution graduated from, dates of issuance and expiration of certificate, subject taught, and length of teaching experience. Indexed alph. by names of teachers. 16 x 12 x 10.

Pupils

164. TRANSCRIPT OF BIRTH RECORD, 1920--. 1 file box.

Transcripts of birth records, showing name of child, names and address of parents, and date and place of child's birth. Indexed alph. by names of children. 16 x 12 x 10.

165. PUPILS RECORD, CUMULATIVE, 1930--. 1 file box.

Record of school success of pupils, showing names of child and parents, place of residence, dates of child's birth and entry into school, place of birth, daily attendance, and grades made. Indexed alph. under school head, by pupils names. 16 x 12 x 10.

166. EXAMINATION STATISTICS, 1930--. 1 file box.

Semiannual reports of examinations held in elementary schools, showing date of examination, names of pupils taking examination, grade made in each subject, and average grade in all subjects. Arr. chron. 16 x 12 x 10.

167. RECORD OF HIGH SCHOOL GRADUATES, 1910--. 1 vol.

Register of pupils graduating from high school, showing name and address of graduate, grade made each semester, date of graduation, books read during term, and name of school attended. Arr. chron. Hdw. 500 pp. 11 x 9 x 2.

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XIII. HEALTH COMMISSIONER

The health commissioner of Dearborn County is elected by the board of commissioners for a four-year term, under the authority of an act of 1909. 1/ He must be a licensed physician well informed in sanitary science and hygiene, and skilled in the preventive management of infectious and contagious diseases. He is required to pass an examination in hygiene and sanitary science, prescribed by the state board of health, 2/ and to give bond in the amount that the board of commissioners determines. 3/

From 1881 to 1909 the board of commissioners constituted ex officio the county board of health and elected annually a secretary, who was a physician and served as health officer. 4/ An act of 1891 enlarged the duties of the board and its secretary was its executive officer. 5/ The act of 190⁹₈ abolished the board of health.

The health commissioner enforces the health laws of the state and the rules and regulations of the state board of health, 6/ oversees inspection of food and drugs, 7/ condemns buildings unfit for human habitation, 8/ and issues burial permits. 9/ He makes inspections of all public buildings and institutions and of private property; investigates the presence, source, and cause of disease, and establishes quarantine; if necessary, closes schools and churches and forbids public gatherings in order to prevent epidemics; and protects the public health in all reasonable and necessary ways. He makes monthly reports of his work to the state board of health. 10/

The health commissioner collects, records, and reports the vital statistics of the county, and keeps full and permanent records of the public health work and of his reports. 11/

(An act of 1935, effective January 1, 1938, changed the title of health commissioner to health officer and augments his duties and powers.) 12/

All the records are located in the health commissioner's residence in Guilford, Ind.

- 1/ Acts 1891, 1909; Burns 35-108; Baldwin 8402.
- 2/ Acts 1891, 1909; Burns 31-110; Baldwin 8404.
- 3/ Acts 1891, 1909; Burns 35-108; Baldwin 8402.
- 4/ Rev. Stat. 1881, sec. 4993.
- 5/ Acts 1891, ch. 15, sec. 8.
- 6/ Acts 1891, 1909; Burns 35-111; Baldwin 8405.
- 7/ Acts 1907; Burns 35-1207; Baldwin 8476.
- 8/ Acts 1917; Burns 35-1801; Baldwin 8563.
- 9/ Acts 1907, 1913; Burns 35-115; Baldwin 8398.
- 10/ Acts 1891, 1909; Burns 35-111; Baldwin 8405.
- 11/ Ibid. Acts 1891, 1909; Burns 35-108; Baldwin 8402.
- 12/ Acts 1935; Burns, 1937 suppl., 35-118 to 35-129; Baldwin, 1935 suppl., 8404-1 to 8404-12.

Vital Statistics

163. BIRTHS, MARRIAGES, HEALTH, AND DEATHS, COMBINED RECORD,

1882-86. 1 vol.

Combined record of vital statistics. Contains: Birth Record, entry 167; Marriage Record, entry 163; Health Record, entry 169; Death Record, entry 170. Arr. chron. Hdw. 590 pp. 18 x 13 x 2 $\frac{1}{2}$.

169. BIRTH RECORD, 1887--. 11 vols. 1882-86, see entry
166.

Record of births in county, showing date of birth, name, sex, color, and weight of child; names and residence of parents; and name of attending accoucheur. Arr. chron. Hdw. 170 pp.
16 x 12 x 1.

For prior records, see entry 166.

170. MARRIAGE RECORD, 1887--. 18 vols. 1882-86, see entry
166.

Record of marriages in county, showing date; places of birth, names, ages, color, nationalities, and addresses of bride and groom; date of issuance of license; and name of officiating officer. Arr. chron. Hdw. 220 pp. 16 x 12 x 1.

For other marriage records, see entries 20-26.

171. HEALTH RECORD, 1887- -. 4 vols. 1882-86, entry 166.

Record of cases of contagious diseases reported, showing date; name, age, color, address, and sex of patient; kind of disease; and of physician; and date of quarantine. Arr. chron. Hdw. 192 pp.
16 x 12 x 1.

For prior records, see entry 166.

172. DEATH RECORD, 1887--. 10 vols. 1882-86, entry 166.

Record of deaths in county, showing name of physician; cause of death; name, age, sex, and color of deceased; date, cause, and place of death; place of burial; and name of attending physician. Arr. chron. Hdw. 172 pp. 16 x 12 x 1.

For prior records, see entry 166.

XXIII. DEPARTMENT OF PUBLIC WELFARE

The department of public welfare of Dearborn County, created by the legislature in 1936, is administered by a board of public welfare. 1/ The department may sue or be sued in its own name. 2/

Previous to the creation of the department of public welfare, an old-age pension system was administered by the board of commissioners, under an act of 1933, 3/ and child welfare, by the board of children's guardians, under an act of 1901. 4/ These duties, together with the right of advisory inspection of public institutions formerly belonging to the board of charities and corrections, under an act of 1899, 5/ were consolidated in the new department. 6/

The board of public welfare consists of five persons having a recognized interest in and knowledge of the problems of public welfare, who must be residents of the county for two years prior to appointment. The members are appointed by the judge of the circuit court; at least two must be women and not more than three may be adherents of any one political party. The terms of the first appointees are: One for one year, two for two years, and two for four years; and thereafter the terms are four years. The board holds a regular meeting once a month, the August meeting to be known as the annual meeting, and it may hold other meetings pursuant to call. 7/ Its duties are to appoint the director of public welfare who is the executive and administrative officer of the department and serves as secretary of the board; 8/ to receive and administer gifts and bequests of personal property and income from real estate for the benefit of children under its supervision or of any home or institution caring for neglected or dependent

children under its supervision; to invest any funds so received by it, such investments being kept in a special fund and not commingled with funds received from taxation; 9/ and to adopt an annual budget for the department for consideration by the county council. 10/

The director of public welfare must give bond not to exceed five thousand dollars, approved by the judge of the circuit court and filed in the office of the clerk. 11/ He appoints with the approval of the board, all assistants in the department from eligible lists established by the state department, and fixes their salary. 12/ As executive officer of the department, he exercises all the rights, powers, and duties conferred by law on the department under the rules, regulations, and orders of the state and county boards, 13/ and compiles the annual budget for submission to the board. 14/ The director of public welfare performs the functions of probation officer or agent of the court in welfare matters under the supervision of any court having jurisdiction. 15/

The department of public welfare is charged with the administration of assistance to dependent children in their own homes; old-age assistance; services and assistance to persons otherwise handicapped; the care and treatment of dependent, neglected, and handicapped children; children in danger of becoming delinquent; and such other welfare activities as are delegated to it by the state department including services connected with assistance to the blind. The department makes reports to the state department as directed by the latter. 16/ The department also administers provisions and benefits of the Federal "Social Security Act" of August 14, 1935. 17/

All expenditures for assistance and administration of the department are paid from the county welfare fund raised by a separate tax levy, 18/ to which are added such repayments as may be made under legal liability by recipients, their parents, children, or other persons liable for their support. 19/ The county receives reimbursement of certain proportions of its expenditures from the state, and a part of any Federal funds granted to the state, 20/ to be paid into the county welfare fund. All claims for administrative expenses are subject to allowance by the board of commissioners. Claims for assistance are not so subject but are determined by the department and approved by the director. 21/

The auditor keeps the records relating to the county welfare fund and other financial transactions. 22/ The department keeps such records and accounts relating to assistance as the state department prescribes. 23/ All records, except applications for assistance, awards, and modification and revocation of awards, are confidential. 24/

All the records are located in the courthouse.

1/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1117; Baldwin, 1937 suppl., 14078-18.

2/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1122; Baldwin, 1937 suppl., 14078-23.

3/ Acts 1933, ch. 36, sec. 2.

4/ Acts 1901, ch. 173, secs. 1-2, 5.

5/ Acts 1899, ch. 34, secs. 1, 3.

6/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1121; Baldwin, 1937 suppl., 14078-22. Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1410; Baldwin, 1937 suppl., 14078-122.

7/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1118; Baldwin, 1937 suppl., 14078-19.

- 8/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1119; Baldwin, 1937 suppl., 14078-20.
- 9/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1122; Baldwin, 1937 suppl., 14078-23.
- 10/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1302; Baldwin, 1937 suppl., 14078-99.
- 11/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1119; Baldwin, 1937 suppl., 14078-20.
- 12/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1123; Baldwin, 1937 suppl., 14078-24.
- 13/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1126; Baldwin, 1937 suppl., 14078-27.
- 14/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1302; Baldwin, 1937 suppl., 14078-99.
- 15/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1120; Baldwin, 1937 suppl., 14078-21.
- 16/ Ibid.
- 17/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1113; Baldwin, 1937 suppl., 14078-14.
- 18/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1301; Baldwin, 1937 suppl., 14078-98.
- 19/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1263; Baldwin, 1937 suppl., 14078-94.
- 20/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1219, 52-1249, 52-1254; Baldwin, 1937 suppl., 14078-50, 14078-80, 14078-85. Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1124a; Baldwin, 1937 suppl., 14078-24a.
- 21/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1124; Baldwin, 1937 suppl., 14078-25.
- 22/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1401; Baldwin, 1937 suppl., 14078-113.
- 23/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1260; Baldwin, 1937 suppl., 14078-91.
- 24/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1282; Baldwin, 1937 suppl., 14078-93.

173. MINUTE BOOK, 1936--, 1 vol.

Record of business transacted by board of public welfare, showing date; discussions on blind, dependent children, and old age assistance; and decisions of board on applications and petitions submitted. Arr. chron. Hdw. 570 pp. 18 x 14 x 3. Wfr. off.

174. REGISTER OF ALL APPLICATIONS, 1936--. 1 vol.

Record of all applications for assistance filed with welfare board, showing date; application, code, serial, and certificate numbers; name and address of applicant; name of investigator; and decision of board. Indexed alph. by names of applicants. Hdw. 320 pp. 14 x 9 x $1\frac{1}{2}$. Wfr. off.

175. CASE RECORDS, 1936--. 1 file drawer.

File of applications for old age, blind, or child assistance, showing date; name, age, residence, birthplace, color, and sex of applicant; reason for application; and case and serial numbers. Arr. by serial nos. 30 x 16 x 10. Wfr. off.

176. LEGAL OPINION, 1936--. 1 file drawer.

File of information gathered from officials, investigators, physicians, relatives, and organizations, showing eligibility or ineligibility of applicants for assistance. Arr. by application nos. 30 x 16 x 10. Wfr. off.

177. THE COUNTY DEPARTMENT OF PUBLIC WELFARE, 1936--. 1 vol.

Record of decisions of board in cases of applications for assistance, showing date; recommendation, serial, and code numbers; name and residence of applicant; actions of county director and board; and signatures of board members and director. Arr. chron. Hdw. 200 pp. 14 x 10 x 2. Wfr. off.

178. RECORD OF ASSISTANCE GIVEN AGED PERSONS, 1936--. 2 vols.

Record of assistance given aged persons, showing date; application, code, serial, and certificate numbers; name, address, age, birth date, color, and sex of applicant; amount of assistance granted; number of warrant; and signatures of directors. Arr. alph. by names of applicants. Hdw. 500 pp. 14 x 8 x 4. Wfr. off.

179. RECORD OF ASSISTANCE GIVEN DEPENDENT CHILDREN, 1936--. 1 vol.

Record of applications decided favorably for assistance to dependent children, showing date; name, address, and age of applicant; amount allowed; warrant number; amount of federal aid; and signature of director. Arr. alph. by names of applicants. Hdw. 200 pp. 14 x 8 x 2. Wfr. off.

180. REGISTER OF CLAIMS FILED AND APPROVAL OF WARRANTS ISSUED,
1936--. 1 vol.

Record of claims filed with welfare board and approved, showing date, nature and amount of claim, name of payer; number of warrant issued, and title of account debited. Arr. chron. Hdw. 50 pp. 14 x 10 x 1. Wfr. off.

181. RECEIPT BOOK OF PAYMENT OF PUBLIC ASSISTANCE, 1937--.
2 vols.

Record of all payments of public assistance through department of public welfare, showing date; serial, code, and application numbers; name and number of recipient; and number of account drawn on. Indexed alph. by names of applicants. Hdw. 200 pp. 18 x 8 x 1. Wfr. off.

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182. DEATHS, 1936--. 1 file drawer.

Record of deaths of persons who received old age assistance, showing date of death, name of deceased, total amount of assistance given during life, and close of account. Arr. chron. 306x 16 x 10.
Wfr. off.

XXIV. SURVEYOR

The surveyor is a constitutional officer, elected for a two-year term, without restriction on reelection. 1/ He must give bond in an amount fixed by the board of commissioners of not less than five thousand dollars. 2/

Prior to the Constitution of 1851, the surveyor was a statutory officer, appointed in Dearborn county under the authority of an act of 1818, 3/ and by the board of commissioners by an act of 1831. 4/

The surveyor has charge, under the direction of the board of commissioners, of all surveying and civil engineering work of the county, including the preparation of plans and specifications for and supervision of, the construction of all bridges, turnpikes, roads, and levees. 5/ He supervises the construction and the maintenance of all ditches. 6/ He also has charge of the repair and maintenance of county highways, 7/ unless the board of commissioners employ a highway supervisor. The board of commissioners of Shelby County has employed an extra office as highway supervisor, as permitted by statute. 8/

For private parties, the surveyor takes acknowledgments of mortgages and deeds for the conveyance of real estate, 9/ and, upon request, makes surveys and establishes lines and corners of lands, 10/

The surveyor is required to preserve a copy of the original field notes of the surveys of the townships in his county 11/ and a record of all surveys made by him. 12/

All the records are located in the courthouse,

- 1/ Const., art. 6, sec. 2; 1 Rev. Stat. 1852; Burns 49-3301; Baldwin 5504.
- 2/ Act 1913; Burns 49-3302; Baldwin 5505.
- 3/ Acts 1817-18, ch. 30, sec. 1.
- 4/ Rev. Laws 1831, ch. 102, sec. 1.
- 5/ 1 Rev. Stat. 1852, Acts 1911; Burns 49-3309; Baldwin 5508.
- 6/ Acts 1933; Burns 27-101; Baldwin 5737.
- 7/ Acts 1935; Burns 36-1101, 36-1102; Baldwin 8699, 8700.
- 8/ Acts 1933; Burns 36-1110; Baldwin 8708.
- 9/ 1 Rev. Stat. 1852, Acts 1857; Burns 49-3317; Baldwin 5519.
- 10/ 1 Rev. Stat. 1852, Acts 1875; Burns 49-3311; Baldwin 5509.
- 11/ 1 Rev. Stat. 1852, Acts 1911; Burns 49-3309; Baldwin 5508.
- 12/ 1 Rev. Stat. 1852, Acts 1875; Burns 49-3311; Baldwin 5509.

Surveys and Reports

183. FIELD NOTES, 1818--. 1 vol.

Transcript of auditor of state records of each township or parts of township subdivided into sections, showing description of survey, including corners, lines, marks, posts, stones, trees, and distances, according to U. S. Government surveys. Arr. chron. Hdw. 180 pp. 14 x 10 x 1. Sur. off.

184. PLAT BOOK, 1864--. 2 vols.

Record of land surveys and plats of each section, showing names of land owners; location, description, and acreage of land; location of corners and lines; and date of survey. Indexed alph. by names of officials. Hdw. 400 pp. 18 x 13 x 3. Sur. off.

185. RECORD, (Ditch Surveys), 1890--. 8 vols. (1-8).

Detailed record of all ditch, drain, and land surveys, showing field notes and legal descriptions of lands, tracts, and ditches; also sketches, drawings, and blue prints. Indexed alph. by names of drains. Hdw. 600 pp. 18 x 13 x 3. Sur. off.

186. DRAINAGE RECORD, 1890--. 5 vols. (1-5).

Record of ditches to be cleaned, showing name of land owner, location of ditch, description and specifications of work to be done, name of land owner, description of land, amount of benefit to land, and allotment of cost. Indexed alph. by names of land owners. Hdw. 200 pp. 18 x 13 x $1\frac{1}{2}$. Sur. off.

187. DITCH ASSESSMENT RECORD, 1910--. 2 vols.

Record of ditch assessments, showing name of land owner, amount of assessment, amount paid monthly, and date of payment. Arr. chron. Hdw. 200 pp. 18 x 13 x 3. Sur. off.

Maps

188. DEARBORN COUNTY, not dated. 1 map.

Political and communications map, showing townships, sections, towns, roads, railroads, rivers, and drains. No author given. Blue print. No scale given. 34 x 34. Sur. off.

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XXV. HIGHWAY SUPERVISOR

The highway supervisor of Dearborn County is appointed by the board of commissioners under the authority of an act of 1935 and serves at the will of the board. The board may appoint the surveyor or any other person to the office; in the event they do not make such appointment, the duties are performed by the surveyor without additional compensation. In Dearborn County the board of commissioners has appointed an extra officer to serve as highway supervisor. 1/

From 1879 to 1913 the board of commissioners was constituted by the legislature a board of turnpike directors for the management and control of county highways. 2/ This board was abolished by an act of 1913 and the office of superintendent of highways was created. This officer was appointed by the board of commissioners and placed in charge of highways. 3/ This office was abolished in 1935 4/ and the duties of the superintendent of highways transferred to the surveyor, 5/ unless the board of commissioners appoint a highway supervisor.

The highway supervisor has general charge of the repair and maintenance of county highways, bridges, and culverts; 7/ maps all highways, dividing the roads into districts, giving each road a separate name or number and setting forth the length and character of each road and the kind and volume of traffic, for the purpose of uniform maintenance; 8/ exercises police power in the control of highways and may fix the limit of loads for any highway, bridge, or culvert; 9/ establishes standards for maintenance according to topography, nature, and volume of traffic and the availability of

repair materials; and makes a complete itemized estimate of the cost of repair and maintenance of highways, bridges, and culverts for the annual budget. 10/

The records of the highway supervisor are maps of the highway system made by him; 11/ reports of work in progress; 12/ monthly reports to the board of commissioners of all work done; and an annual report of his work with a complete statement of all expenditures under his supervision. 13/

All the records are located in the courthouse.

- 1/ Acts 1933; Burns 36-1110; Baldwin 8708.
- 2/ Acts 1879, ch. 115, sec. 1.
- 3/ Acts 1913, ch. 330, sec. 1.
- 4/ Acts 1933; Burns 36-1113.
- 5/ Acts 1933; Burns 36-1110; Baldwin 8708.
- 6/ Acts 1933; Burns 36-1101, 36-1102, 36-1110; Baldwin 8699, 8700, 8708.
- 7/ Ibid.
- 8/ Acts 1933; Burns 36-1109; Baldwin 8707.
- 9/ Acts 1933; Burns 36-1102; Baldwin 8700.
- 10/ Acts 1933; Burns 36-1103; Baldwin 8701.
- 11/ Acts 1933; Burns 36-1109; Baldwin 8707.
- 12/ Acts 1933; Burns 36-1106; Baldwin 8704.
- 13/ Acts 1933; Burns 36-1104; Baldwin 8702.

189. SUPERINTENDENT OF HIGHWAYS RECORD, 1912--. 3 vols.

Record of expenditures for maintenance and repair of free gravel roads, showing date, names of road and stretch repaired, names of employees, number of hours worked, rate of pay, amount and kind of materials used, name of dealer, cost of materials, and total cost. No index. Hdw. 240 pp. 13 x 13 x 2 $\frac{1}{2}$. Recr. off.

190. APPROPRIATION LEDGER, Jan. 28, 1937--. 1 vol.

Record of appropriations made to highway superintendent, showing date, title of fund, amount, and purpose for which appropriated. Arr. chron. by dates of appropriations. Hdw. 40 pp. 10 x 6 x $\frac{1}{2}$. Aud. vt.

191. REQUISITIONS, Feb. 1937--. 1 vol.

Requisitions for purchase of road materials and supplies, showing date, amount and kind of materials wanted, and time and place of delivery. Arr. chron. Hdw. 20 pp. 6 x 4 x $\frac{1}{2}$. Aud. vt.

192. DELIVERY ORDER, 1937--. 1 vol.

Record of freight bills and delivery orders for materials shipped or delivered for road construction or maintenance, showing date, tonnage, freight rate, total freight, shipping point, and name of shipper. Arr. by dates of payments. Hdw. 20 pp. 6 x 4 x $\frac{1}{2}$. Aud. vt.

193. RECORD, 1937--. 1 vol.

Record of expenditures for road repairs and maintenance work in the different districts of the county, showing number of districts; names of employees; hours worked; rate of pay; total labor; kind, cost, and amount of materials purchased; name of vendor; and total cost of labor and material for district. Arr. chron. Hdw. 240 pp. 12 x 8 x $1\frac{1}{2}$. Aud. vt.

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XXVI. AGRICULTURAL AGENT

The agricultural agent of Dearborn County is appointed by the director of agricultural extension service of Purdue University, subject to the approval of a state board, entitled county agricultural agent board, under the authority of an act of 1913, as amended in 1937. His qualifications are prescribed by the board, and his salary is paid from a state fund through Purdue University. 1/

The office of county agent, commonly called agricultural agent, was created in Dearborn County in 1917. This agent was appointed annually by Purdue University, subject to approval of the state and county boards of education, upon petition by residents of the county. The state paid part of his salary. 2/

The duties of the agricultural agent, under the supervision of Purdue University, are to cooperate with farmers' institutes, farmers' clubs, and other rural and civic organizations; to conduct practical farm demonstrations, boys' and girls' clubs and contest work, and other movements for the advancement of agricultural and country life; to give advice to farmers on practical farm problems; and to aid the superintendent of schools and the teachers of the county in giving practical education in agricultural and domestic science. 3/

The records of the agricultural agent consist of reports of his activities, to Purdue University, under its direction.

All the records are located in the courthouse.

Agricultural Agent

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1/ Acts 1913, 1923, 1927, 1937; Burns, 1937 suppl., 28-4911; Baldwin, 1937 suppl., 6457.

2/ Acts 1913, ch. 24, sec. 12.

3/ Acts 1913, 1923, 1927, 1937; Burns, 1937, suppl., 28-4911; Baldwin, 1937 suppl., 6457.

194. ADMINISTRATION, 1935--. 1 file cabinet.

Miscellaneous data concerning administration of agricultural agents, showing personal achievements, achievements of cooperating agencies, progress of agricultural experiments and projects under their supervision, and names and addresses of persons signed up to cooperate with agent. Arr. chron. 30 x 16 x 12. Agr. agt. off.

195. COOPERATING AGENCIES, 1936--. 1 file cabinet.

Card record of bankers, chambers of commerce, far bucaus, farmers, and other agencies cooperating with agricultural agent in various progessive farm porjects and undertakings, showing names of parties or organizations, and names and extent of cooperation given. Arr. chron. 30 x 16 x 12. Agr. agt. off.

196. AGRICULTURAL EXTENSION METHOD, 1935--. 1 file cabinet.

Reports on progress of agricultural extension work carried on under direction of Purdue University, showing date, subject matter, and the dissemination of instructive data and information. Arr. chron. 30 x 16 x 12. Agr. agt. off.

197. AGRICULTURAL ENGINEERING REPORT, 1936--. 1 file cabinet.

Reports on progress of agricultural engineering projects and experiments, showing date, place, nature, purpose, and detailed report on results obtained. Arr. chron. 30 x 16 x 12. Agr. agt. off.

Agricultural Agent

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198. ANNUAL NARRATIVE RECORD, 1920--. 17 vols.

Reports of agricultural agent to Purdue University, showing number of projects, attendance at meetings, demonstrations given, visits to farms, and summary of results obtained. Arr. chron. Hdw. 100 pp. 11 x 10 x 1 $\frac{1}{2}$. Agr. agt. off.

199. COUNTY AGENTS' ANNUAL REPORT, 1935--. 1 file box.

Annual reports of agricultural agent, showing activities and progress of projects under his supervision, and financial condition of his office, including receipts, disbursements, and balance. Arr. chron. 30 x 16 x 12. Agr. agt. off.

200. AGRICULTURAL ECONOMIC FARM RECORD, 1936--. 1 file box.

Statistical and current reports of activities and success of produce markets maintained through cooperation of Federal Farm Board, showing date, method, season, price, project, and other data concerning advantageous marketing of farm products. Arr. chron. 30 x 16 x 12. Agr. agt. off.

201. SOILS, 1936--. 1 file box.

Reports on results of soil tests made of different farm lands, showing date of test, name of owner, location of farm, result of test, and recommendation to better crops, or increase yields of lands by proper fertilization. Arr. chron. 30 x 16 x 12. Agr. agt. off.

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202. FARM CROPS, 1936--. 1 file box.

Reports of results of quality and quantity tests made on farm seeds, showing date, kind of seed tested, yield per acre, and per cent of loss or gain over previous year. Arr. chron. 30 x 16 x 12. Agr. agt. off.

203. SHEEP, 1936--. 1 file box.

Reports on success in sheep raising, showing number and breeding of sheep; kind and amount of feed given, amount and quality of wool produced, number and value of lambs raised from herd, and profit or loss shown. Arr. chron. 30 x 16 x 12. Agr. agt. off.

204. ENTOMOLOGY, 1936--. 1 file box.

Information records on bee culture and the extermination of insects injurious to farm crops, showing method of caring for bees and hives and systems of bee diseases and their treatment, including the most effective means of locating, identifying, combating, and exterminating them. Arr. chron. 30 x 16 x 12. Agr. agt. off.

205. HORTICULTURE, 1936--. 1 file box.

Reports on proper care of orchards and gardens, showing kind of vegetable or fruit, proper method of cultivation, and amount and quality of yield as compared with amount and quality of preceding year. Arr. chron. 30 x 16 x 12. Agr. agt. off.

206. FORESTRY, 1936--. 1 file box.

Agricultural agents' records of results obtained in planting forestry trees, showing number of trees one acre of land should carry to obtain best results in growth and health of trees,

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care taken in planting new trees, time and manner of trimming trees, and general care of forestry trees. Arr. chron. 30 x 16 x 12. Agr. agt. off.

207. WEEDS, 1936--. 1 file box.

Files of reports from farms where weeds are being grown for experimental eradication, showing name of owner, location of farm, name of weed under test, method adopted in eradication, including soil tests and indicated soil correction, and results obtained by different methods. Arr. chron. 30 x 16 x 12. Agr. agt. off.

208. RODENT, 1936--. 1 file box.

Reports on most effective ways and means to exterminate birds and rodents harmful to the farm products and crops, showing names of animals and birds, their habits and haunts, principal products, and crops attacked, nature of damage, results of most effective methods, and means of destruction. Arr. chron. 30 x 16 x 12. Agr. agt. off.

209. SHOW EXHIBIT, 1936--. 1 file box.

Record of farm products and stock placed on exhibition at different county fairs, state fairs, international live stock shows, and similar competition exhibits, showing name of owner, product, or breed of stock, and prize awarded. Arr. chron. 30 x 16 x 12. Agr. agt. off.

210. 4-H CLUB WORK, 1936--. 1 file box.

Reports of activities of 4-H Clubs, showing name and location of club camp, names of members enrolled, and of leaders in 4-H projects,

Agricultural Agent

round up of all members, and nature of lectures and instruction
given. Arr. chron. 30 x 16 x 12. Agr. agt. off.

